

17/11/94

Foreign Affairs and International Trade

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 1 OF FISCAL YEAR 1994

POST : BEIJING

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	637	26.33	0.00	1.58
FROM TERRITORIES :	324	8.66	0.00	0.52
B.VISITS TO CLIENTS IN TERRITORY :	140	12.83	0.00	0.77
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	0	0.00	0.00	0.00
MISSIONS :	18	20.16	0.00	1.21
CONFERENCE SEMINARS :	4	2.66	0.00	0.16
OTHER :	1	0.33	0.00	0.02
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	2	0.50	0.00	0.03
POST INITIATED :	9	1.50	0.00	0.09
E.COMMUNICATIONS ACTIVITIES :	2	0.33	0.00	0.02
F.INVESTMENT ENQUIRIES				
FROM CANADA :	3	0.33	0.00	0.02
FROM TERRITORIES :	1	0.33	0.00	0.02
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	1	0.33	0.00	0.02
CONNECTIONS ARRANGED :	0	0.00	0.00	0.00
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		2.16	0.00	0.13
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	11	0.83	0.00	0.05
HOST GOVERNMENT :	55	3.16	0.00	0.19
OTHER DEPARTMENT :	38	5.83	0.00	0.35
PROVINCES/MUNICIPALITIES :	122	6.00	0.00	0.36
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		3.16	0.00	0.19
LEAVE, PROFESSIONAL DEVELOP :		4.50	0.00	0.27
K.SERVICE TO OTHER MISSION PROGRAMS :		0.00	0.00	0.00
L.TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		99.93	0.00	6.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA : 0

FROM TERRIT : 0

NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA : 0

FROM TERRIT : 0

NUMBER OF PEMD APPLICATIONS COMMENTED ON : 19

NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED : 6

-LOCALLY ENGAGED : 0