

02/12/92

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 2 OF FISCAL YEAR 1992

SUB-REGION: SOUTH ASIA

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTI
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	4777	15.25	26.96	10.60
FROM TERRITORIES :	4605	11.60	24.71	9.24
B.VISITS TO CLIENTS IN TERRITORY :	1218	11.05	11.57	5.45
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	32	1.85	5.25	1.84
MISSIONS :	38	8.95	6.10	3.50
CONFERENCE SEMINARS :	48	3.65	2.00	1.29
OTHER :	61	1.05	1.89	0.74
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	47	2.35	1.67	0.94
POST INITIATED :	191	4.45	1.89	1.42
E.COMMUNICATIONS ACTIVITIES :	81	2.35	0.46	0.60
F.INVESTMENT ENQUIRIES FROM CANADA :	67	0.25	0.82	0.28
FROM TERRITORIES :	43	0.25	0.57	0.21
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	11	0.10	0.25	0.09
CONNECTIONS ARRANGED :	4	0.00	0.00	0.00
H.PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		1.05	1.14	0.53
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	30	0.40	0.50	0.22
HOST GOVERNMENT :	112	1.50	1.85	0.82
OTHER DEPARTMENT :	157	1.90	1.64	0.84
PROVINCES/MUNICIPALITIES :	162	1.85	1.67	0.84
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		12.75	2.50	3.25
LEAVE, PROFESSIONAL DEVELOP :		8.35	2.57	2.39
K.SERVICE TO OTHER MISSION PROGRAMS :		9.00	0.50	1.94
L.TOURISM PROGRAM ACTIVITIES :		0.05	3.42	0.97
***** TOTALS *****		100.00	99.93	48.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA :	110
	FROM TERRIT :	230
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	634
	FROM TERRIT :	1575

NUMBER OF PEMD APPLICATIONS COMMENTED ON	:	87
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NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	20
	-LOCALLY ENGAGED :	28