

02/06/92

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 3 OF FISCAL YEAR 1991

POST : LIMA

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	159	10.00	20.50	0.51
FROM TERRITORIES :	423	6.00	31.50	0.69
B.VISITS TO CLIENTS IN TERRITORY :	88	8.00	13.00	0.34
C.EXPORT/TRADE/POLICY FAIRS :	0	0.00	0.00	0.00
PROJECTS AND EVENTS MISSIONS :	3	4.00	1.00	0.06
CONFERENCE SEMINARS :	2	1.00	3.00	0.07
OTHER :	1	1.00	0.50	0.02
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	10	16.00	2.00	0.20
POST INITIATED :	10	13.00	14.50	0.42
E.COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F.INVESTMENT ENQUIRIES FROM CANADA :	0	0.00	0.00	0.00
FROM TERRITORIES :	4	0.00	0.50	0.01
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	0	0.00	0.00	0.00
CONNECTIONS ARRANGED :	0	0.00	0.00	0.00
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		0.00	1.00	0.02
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	1	1.00	0.00	0.01
HOST GOVERNMENT :	4	2.00	0.00	0.02
OTHER DEPARTMENT :	7	4.00	0.50	0.05
PROVINCES/MUNICIPALITIES :	4	2.00	2.00	0.06
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		30.00	10.00	0.50
LEAVE, PROFESSIONAL DEVELOP :		0.00	0.00	0.00
K.SERVICE TO OTHER MISSION PROGRAMS :		2.00	0.00	0.02
L.TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		100.00	100.00	3.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA :	2
FROM TERRIT :	2
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA :	35
FROM TERRIT :	91
NUMBER OF PEMD APPLICATIONS COMMENTED ON :	3
NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED :	1
-LOCALLY ENGAGED :	2