

29/06/92

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 4 OF FISCAL YEAR 1991

POST : ISLAMABAD

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA	: 381	10.00	13.33	0.50
FROM TERRITORIES	: 1780	5.00	15.00	0.50
B. VISITS TO CLIENTS IN TERRITORY	: 200	15.00	16.66	0.65
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS	: 7	5.00	6.66	0.25
MISSIONS	: 9	15.00	16.66	0.65
CONFERENCE SEMINARS	: 5	0.00	1.66	0.05
OTHER	: 1	0.00	1.66	0.05
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED	: 5	5.00	3.33	0.15
POST INITIATED	: 19	10.00	6.66	0.30
E. COMMUNICATIONS ACTIVITIES	: 5	5.00	0.00	0.05
F. INVESTMENT ENQUIRIES				
FROM CANADA	: 0	0.00	0.00	0.00
FROM TERRITORIES	: 20	0.00	0.00	0.00
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. PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST	: 0	0.00	3.33	0.10
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO	: 1	0.00	0.00	0.00
HOST GOVERNMENT	: 10	0.00	1.66	0.05
OTHER DEPARTMENT	: 3	0.00	0.00	0.00
PROVINCES/MUNICIPALITIES	: 3	0.00	0.00	0.00
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.	: 10	10.00	6.66	0.30
LEAVE, PROFESSIONAL DEVELOP	: 5	5.00	1.66	0.10
K. SERVICE TO OTHER MISSION PROGRAMS	: 15	15.00	5.00	0.30
L. TOURISM PROGRAM ACTIVITIES	: 0	0.00	0.00	0.00
***** TOTALS *****		100.00	99.93	4.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA : 21
FROM TERRIT : 22
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA : 160
FROM TERRIT : 159

NUMBER OF PEMD APPLICATIONS COMMENTED ON : 0

NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED : 1
-LOCALLY ENGAGED : 3