

23/07/91

## External Affairs and International Trade Canada

TSRPT02E

## TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT  
FOR QUARTER 4 OF FISCAL YEAR 1990

POST : ISLAMABAD

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	200	10.00	20.00	0.50
FROM TERRITORIES :	350	5.00	20.00	0.45
B. VISITS TO CLIENTS IN TERRITORY :	62	5.00	7.50	0.20
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	0	0.00	0.00	0.00
MISSIONS :	3	5.00	6.50	0.18
CONFERENCE SEMINARS :	1	1.00	0.00	0.01
OTHER :	0	0.00	0.00	0.00
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	2	1.00	2.50	0.06
POST INITIATED :	5	1.00	5.00	0.11
E. COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F. INVESTMENT ENQUIRIES				
FROM CANADA :	5	1.00	0.00	0.01
FROM TERRITORIES :	5	1.00	1.00	0.03
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 :		0.00	0.00	0.00
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	1	10.00	5.00	0.20
HOST GOVERNMENT :	0	0.00	0.00	0.00
OTHER DEPARTMENT :	10	10.00	7.50	0.25
PROVINCES/MUNICIPALITIES :	2	1.00	2.50	0.06
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN. :		30.00	17.50	0.65
LEAVE, PROFESSIONAL DEVELOP :		0.00	0.00	0.00
K. SERVICE TO OTHER MISSION PROGRAMS :		19.00	5.00	0.29
L. TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		100.00	100.00	3.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 15

FROM TERRIT : 63

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 4

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 1

- LOCALLY-ENGAGED : 2