

TRADE TRACKING SYSTEM

91/01/09

WORKLOAD AND OFFICER SUMMARY  
ACTIVITY REPORT

FOR QUARTER 2 OF FISCAL YEAR 1990

POST : SHANGHAI

|  | NUMBER | % OFFICER-TIME |         | TOTAL-TIME |
|--|--------|----------------|---------|------------|
|  |        | CANADA         | LOC-ENG | PERSON-QTR |
| A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA   | 223    | 41.50          | 40.00   | 1.63       |
| FROM TERRITORIES                               | 99     | 4.50           | 39.00   | 0.87       |
| B. VISITS TO CLIENTS IN TERRITORY              | 55     | 10.00          | 4.00    | 0.28       |
| C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS     |        |                |         |            |
| FAIRS  | 0      | 0.00           | 0.00    | 0.00       |
| MISSIONS                                       | 9      | 4.00           | 4.00    | 0.16       |
| CONFERENCE SEMINARS                            | 22     | 9.00           | 5.00    | 0.28       |
| OTHER  | 56     | 5.00           | 6.00    | 0.22       |
| D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED   | 0      | 0.00           | 0.00    | 0.00       |
| POST INITIATED                                 | 5      | 4.50           | 0.00    | 0.09       |
| E. COMMUNICATIONS ACTIVITIES                   | 8      | 2.50           | 0.00    | 0.05       |
| F. INVESTMENT ENQUIRIES FROM CANADA            | 0      | 0.00           | 0.00    | 0.00       |
| FROM TERRITORIES                               | 2      | 0.00           | 2.00    | 0.04       |
| 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 |        | 1.50           | 0.00    | 0.03       |
| I. SERVICE REQUESTS FM GOV'T SOURCES           |        |                |         |            |
| NGO  | 0      | 0.00           | 0.00    | 0.00       |
| HOST GOVERNMENT                                | 0      | 0.00           | 0.00    | 0.00       |
| OTHER DEPARTMENT                               | 4      | 1.00           | 0.00    | 0.02       |
| PROVINCES/MUNICIPALITIES                       | 8      | 1.50           | 0.00    | 0.03       |
| J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN. |        | 11.00          | 0.00    | 0.22       |
| LEAVE, PROFESSIONAL DEVELOP                    |        | 0.00           | 0.00    | 0.00       |
| K. SERVICE TO OTHER MISSION PROGRAMS           |        | 4.00           | 0.00    | 0.08       |
| L. TOURISM PROGRAM ACTIVITIES                  |        | 0.00           | 0.00    | 0.00       |
| ***** TOTALS *****                             |        | 100.00         | 100.00  | 4.00       |

NUMBER OF BUSINESS VISITORS FROM CANADA : 25  
FROM TERRIT : 5

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 5

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 2  
- LOCALLY-ENGAGED : 2