

09/09/92

External Affairs and International Trade Canada

TSRPT02E

## TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT  
FOR QUARTER 1 OF FISCAL YEAR 1992

POST : GUATEMALA

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	73	0.00	20.00	0.20
FROM TERRITORIES :	112	0.00	20.00	0.20
B.VISITS TO CLIENTS IN TERRITORY :	0	0.00	5.00	0.05
C.EXPORT/TRADE/POLICY FAIRS :	2	0.00	20.00	0.20
PROJECTS AND EVENTS MISSIONS :	0	0.00	0.00	0.00
CONFERENCE SEMINARS :	1	0.00	0.00	0.00
OTHER :	0	0.00	0.00	0.00
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	2	0.00	5.00	0.05
POST INITIATED :	2	0.00	10.00	0.10
E.COMMUNICATIONS ACTIVITIES :	1	0.00	0.00	0.00
F.INVESTMENT ENQUIRIES FROM CANADA :	0	0.00	0.00	0.00
FROM TERRITORIES :	0	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 :		0.00	0.00	0.00
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 :	0	0.00	0.00	0.00
PROVINCES/MUNICIPALITIES :	0	0.00	0.00	0.00
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		0.00	15.00	0.15
LEAVE, PROFESSIONAL DEVELOP :		0.00	5.00	0.05
K.SERVICE TO OTHER MISSION PROGRAMS :		0.00	0.00	0.00
L.TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00

\*\*\*\*\* TOTALS \*\*\*\*\*

0.00 100.00 1.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA :	4
FROM TERRIT :	0
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA :	10
FROM TERRIT :	25
NUMBER OF PEMD APPLICATIONS COMMENTED ON :	0
NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED :	0
-LOCALLY ENGAGED :	1