

TRADE TRACKING SYSTEM

89/10/05

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 4 OF FISCAL YEAR 1988

POST : HONG KONG

| | NUMBER | % OFFICER-TIME | | TOTAL-TIME |
|---|--------|----------------|---------|------------|
| | | CANADA | LOC-ENG | PERSON-QTR |
| A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA : | 873 | 17.50 | 19.00 | 1.30 |
| FROM TERRITORIES : | 1577 | 17.00 | 26.60 | 1.67 |
| B.VISITS TO CLIENTS IN TERRITORY : | 296 | 9.00 | 6.40 | 0.50 |
| C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS | | | | |
| FAIRS : | 7 | 0.50 | 7.40 | 0.38 |
| MISSIONS : | 14 | 3.00 | 3.20 | 0.22 |
| CONFERENCE SEMINARS : | 0 | 0.00 | 0.00 | 0.00 |
| OTHER : | 9 | 1.00 | 3.60 | 0.20 |
| D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED : | 52 | 7.50 | 3.00 | 0.30 |
| POST INITIATED : | 33 | 1.00 | 2.60 | 0.15 |
| E.COMMUNICATIONS ACTIVITIES : | 25 | 3.00 | 2.00 | 0.16 |
| F.INVESTMENT ENQUIRIES FROM CANADA : | 93 | 0.50 | 4.00 | 0.21 |
| FROM TERRITORIES : | 163 | 1.00 | 8.00 | 0.42 |
| 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 : | | 5.00 | 1.80 | 0.19 |
| I.SERVICE REQUESTS FM GOV'T SOURCES | | | | |
| NGO : | 0 | 0.00 | 0.00 | 0.00 |
| HOST GOVERNMENT : | 29 | 2.00 | 1.40 | 0.11 |
| OTHER DEPARTMENT : | 185 | 6.50 | 5.40 | 0.40 |
| PROVINCES/MUNICIPALITIES : | 83 | 4.00 | 3.40 | 0.25 |
| J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.: | | 15.00 | 0.00 | 0.30 |
| LEAVE, PROFESSIONAL DEVELOP : | | 5.50 | 1.60 | 0.19 |
| K.SERVICE TO OTHER MISSION PROGRAMS : | | 1.00 | 0.60 | 0.05 |
| ***** TOTALS ***** | | 100.00 | 100.00 | 7.00 |

NUMBER OF BUSINESS VISITORS FROM CANADA : 307
FROM TERRIT : 505

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 34

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 2
- LOCALLY-ENGAGED : 5