

02/12/92

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 2 OF FISCAL YEAR 1992

POST : KUALA LUMPUR

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QT
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	677	19.33	30.00	1.18
FROM TERRITORIES :	983	20.00	32.50	1.25
B. VISITS TO CLIENTS IN TERRITORY :	120	5.33	9.00	0.34
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	0	0.00	0.00	0.00
MISSIONS :	10	27.33	19.50	1.21
CONFERENCE SEMINARS :	10	2.33	1.50	0.10
OTHER :	1	0.33	0.00	0.01
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	6	1.00	2.00	0.07
POST INITIATED :	14	4.66	2.00	0.18
E. COMMUNICATIONS ACTIVITIES :	12	3.00	0.00	0.09
F. INVESTMENT ENQUIRIES FROM CANADA :	2	0.33	0.00	0.01
FROM TERRITORIES :	6	0.66	0.00	0.02
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 :		1.00	0.00	0.03
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	10	1.00	0.00	0.03
HOST GOVERNMENT :	9	1.33	0.00	0.04
OTHER DEPARTMENT :	23	2.00	1.50	0.09
PROVINCES/MUNICIPALITIES :	20	3.00	0.00	0.09
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		3.00	0.50	0.10
LEAVE, PROFESSIONAL DEVELOP :		3.66	1.50	0.14
K. SERVICE TO OTHER MISSION PROGRAMS :		0.66	0.00	0.02
L. TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		99.95	100.00	5.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA :	24
FROM TERRIT :	18
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA :	199
FROM TERRIT :	148
NUMBER OF PEMD APPLICATIONS COMMENTED ON :	14
NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED :	3
-LOCALLY ENGAGED :	2