

18/02/92

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 1 OF FISCAL YEAR 1991

POST : KINSHASA

| | NUMBER | % OFFICER-TIME | | TOTAL-TIME |
|---|--------|----------------|---------|------------|
| | | CANADA | LOC-ENG | PERSON-QTR |
| A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA : | 80 | 18.00 | 20.00 | 0.38 |
| FROM TERRITORIES : | 50 | 20.00 | 25.00 | 0.45 |
| B.VISITS TO CLIENTS IN TERRITORY : | 30 | 10.00 | 34.00 | 0.44 |
| C.EXPORT/TRADE/POLICY FAIRS : | 0 | 0.00 | 0.00 | 0.00 |
| PROJECTS AND EVENTS MISSIONS : | 0 | 7.00 | 0.00 | 0.07 |
| CONFERENCE SEMINARS : | 0 | 0.00 | 0.00 | 0.00 |
| OTHER : | 2 | 0.00 | 12.00 | 0.12 |
| D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED : | 0 | 0.00 | 0.00 | 0.00 |
| POST INITIATED : | 0 | 0.00 | 0.00 | 0.00 |
| E.COMMUNICATIONS ACTIVITIES : | 0 | 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.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST : | | 3.00 | 0.00 | 0.03 |
| I.SERVICE REQUESTS FM GOV'T SOURCES NGO : | 0 | 0.00 | 0.00 | 0.00 |
| HOST GOVERNMENT : | 1 | 2.00 | 0.00 | 0.02 |
| OTHER DEPARTMENT : | 2 | 0.00 | 5.00 | 0.05 |
| PROVINCES/MUNICIPALITIES : | 0 | 0.00 | 0.00 | 0.00 |
| J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.: | | 8.00 | 2.00 | 0.10 |
| LEAVE, PROFESSIONAL DEVELOP : | | 7.00 | 0.00 | 0.07 |
| K.SERVICE TO OTHER MISSION PROGRAMS : | | 25.00 | 2.00 | 0.27 |
| L.TOURISM PROGRAM ACTIVITIES : | | 0.00 | 0.00 | 0.00 |
| ***** TOTALS ***** | | 100.00 | 100.00 | 2.00 |

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA : 9

FROM TERRIT : 20

NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA : 0

FROM TERRIT : 0

NUMBER OF PEMD APPLICATIONS COMMENTED ON : 2

NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED : 1

-LOCALLY ENGAGED : 1