

29/06/92

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 4 OF FISCAL YEAR 1991

SUB-REGION: NORTH ASIA

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	1437	21.92	39.00	5.97
FROM TERRITORIES :	1189	10.00	23.62	3.19
B. VISITS TO CLIENTS IN TERRITORY :	351	9.07	7.00	1.74
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	17	7.53	4.87	1.37
MISSIONS :	24	4.00	4.12	0.85
CONFERENCE SEMINARS :	20	1.30	2.50	0.37
OTHER :	11	1.07	1.50	0.26
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	34	2.46	0.75	0.38
POST INITIATED :	55	3.84	0.62	0.55
E. COMMUNICATIONS ACTIVITIES :	25	2.07	0.37	0.30
F. INVESTMENT ENQUIRIES				
FROM CANADA :	25	0.69	0.25	0.11
FROM TERRITORIES :	32	0.84	0.75	0.17
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	8	0.15	0.12	0.03
CONNECTIONS ARRANGED :	4	0.38	0.00	0.05
H. PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		2.15	0.00	0.28
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	71	2.07	1.62	0.40
HOST GOVERNMENT :	120	2.46	1.37	0.43
OTHER DEPARTMENT :	113	4.76	1.12	0.71
PROVINCES/MUNICIPALITIES :	134	4.69	0.87	0.68
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN. :		5.46	3.75	1.01
LEAVE, PROFESSIONAL DEVELOP :		5.84	4.87	1.15
K. SERVICE TO OTHER MISSION PROGRAMS :		5.38	0.87	0.77
L. TOURISM PROGRAM ACTIVITIES :		1.76	0.00	0.23
***** TOTALS *****		99.89	99.94	21.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA : 78

FROM TERRIT : 96

NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA : 344

FROM TERRIT : 411

NUMBER OF PEMD APPLICATIONS COMMENTED ON : 36

NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED : 13

-LOCALLY ENGAGED : 8