

17/11/94

Foreign Affairs and International Trade

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 1 OF FISCAL YEAR 1994

POST : PARIS

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	692	5.83	10.00	1.65
FROM TERRITORIES :	550	2.50	10.00	1.45
B.VISITS TO CLIENTS IN TERRITORY :	191	6.66	4.61	1.00
C.EXPORT/TRADE/POLICY FAIRS :	12	3.33	3.07	0.60
PROJECTS AND EVENTS MISSIONS :	8	4.16	5.00	0.90
CONFERENCE SEMINARS :	15	4.16	1.92	0.50
OTHER :	2	1.66	0.76	0.20
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	54	6.66	2.30	0.70
POST INITIATED :	68	7.50	6.92	1.35
E.COMMUNICATIONS ACTIVITIES :	3	1.66	1.15	0.25
F.INVESTMENT ENQUIRIES FROM CANADA :	68	7.50	6.92	1.35
FROM TERRITORIES :	25	2.50	6.92	1.05
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	55	0.83	3.07	0.45
CONNECTIONS ARRANGED :	5	0.83	2.30	0.35
H.PARTICIPATION IN PROG-REL EVENTS OUTSIDE POST :		6.66	1.53	0.60
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	15	1.66	0.76	0.20
HOST GOVERNMENT :	10	1.66	0.38	0.15
OTHER DEPARTMENT :	50	4.16	1.92	0.50
PROVINCES/MUNICIPALITIES :	5	1.66	0.76	0.20
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		11.66	1.92	0.95
LEAVE, PROFESSIONAL DEVELOP :		15.00	4.61	1.50
K.SERVICE TO OTHER MISSION PROGRAMS :		1.66	0.00	0.10
L.TOURISM PROGRAM ACTIVITIES :		0.00	23.07	3.00
***** TOTALS *****		99.90	99.89	19.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA :	25
FROM TERRIT :	10
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA :	430
FROM TERRIT :	350
NUMBER OF PEMD APPLICATIONS COMMENTED ON :	17
NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED :	6
-LOCALLY ENGAGED :	13