

23/07/91

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 4 OF FISCAL YEAR 1990

POST : HONG KONG

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	841	17.33	22.80	1.66
FROM TERRITORIES :	822	7.33	25.40	1.49
B. VISITS TO CLIENTS IN TERRITORY :	211	16.33	10.60	1.02
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	34	24.33	6.00	1.03
MISSIONS :	13	5.66	2.00	0.27
CONFERENCE SEMINARS :	7	1.66	2.00	0.15
OTHER :	2	0.00	1.00	0.05
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	10	0.00	2.80	0.14
POST INITIATED :	13	0.00	4.20	0.21
E. COMMUNICATIONS ACTIVITIES :	6	0.00	0.80	0.04
F. INVESTMENT ENQUIRIES				
FROM CANADA :	30	0.00	4.00	0.20
FROM TERRITORIES :	18	0.00	4.00	0.20
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 :		0.66	0.00	0.02
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	26	1.33	2.80	0.18
HOST GOVERNMENT :	51	5.33	4.80	0.40
OTHER DEPARTMENT :	51	12.66	1.60	0.46
PROVINCES/MUNICIPALITIES :	11	0.00	1.60	0.08
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		2.33	1.00	0.12
LEAVE, PROFESSIONAL DEVELOP :		5.00	1.00	0.20
K. SERVICE TO OTHER MISSION PROGRAMS :		0.00	1.60	0.08
L. TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		99.95	100.00	8.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 238
FROM TERRIT : 507

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 35

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 3
- LOCALLY-ENGAGED : 5