

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 : BRIDGETOWN

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	951	10.00	47.00	0.57
FROM TERRITORIES :	300	20.00	5.00	0.25
B. VISITS TO CLIENTS IN TERRITORY :	100	5.00	1.00	0.06
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	1	20.00	20.00	0.40
MISSIONS :	0	0.00	0.00	0.00
CONFERENCE SEMINARS :	2	5.00	0.00	0.05
OTHER :	0	0.00	0.00	0.00
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	3	10.00	5.00	0.15
POST INITIATED :	6	5.00	10.00	0.15
E. COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F. INVESTMENT ENQUIRIES				
FROM CANADA :	5	1.00	1.00	0.02
FROM TERRITORIES :	2	1.00	1.00	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 :		3.00	5.00	0.08
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	0	0.00	0.00	0.00
HOST GOVERNMENT :	0	0.00	0.00	0.00
OTHER DEPARTMENT :	0	0.00	0.00	0.00
PROVINCES/MUNICIPALITIES :	0	0.00	0.00	0.00
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		15.00	0.00	0.15
LEAVE, PROFESSIONAL DEVELOP :		0.00	0.00	0.00
K. SERVICE TO OTHER MISSION PROGRAMS :		5.00	5.00	0.10
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 :	1
	FROM TERRIT :	0
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	50
	FROM TERRIT :	10
NUMBER OF PEMD APPLICATIONS COMMENTED ON	:	3
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	1
	-LOCALLY ENGAGED :	1