

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 3 OF FISCAL YEAR 1992

POST : BOGOTA	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	476	20.33	31.33	1.55
FROM TERRITORIES :	598	11.66	21.66	1.00
B.VISITS TO CLIENTS IN TERRITORY :	97	6.00	14.66	0.62
C.EXPORT/TRADE/POLICY FAIRS :	4	6.33	6.66	0.39
PROJECTS AND EVENTS MISSIONS :	3	11.00	3.66	0.44
CONFERENCE SEMINARS :	6	2.66	2.33	0.15
OTHER :	1	0.00	0.33	0.01
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	0	0.00	0.00	0.00
POST INITIATED :	6	4.00	1.33	0.16
E.COMMUNICATIONS ACTIVITIES :	7	0.66	0.33	0.03
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 :		1.66	0.00	0.05
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	4	0.00	0.33	0.01
HOST GOVERNMENT :	4	4.00	2.00	0.18
OTHER DEPARTMENT :	7	1.66	1.33	0.09
PROVINCES/MUNICIPALITIES :	26	5.66	0.00	0.17
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		10.33	1.66	0.36
LEAVE, PROFESSIONAL DEVELOP :		11.66	7.33	0.57
K.SERVICE TO OTHER MISSION PROGRAMS :		1.66	5.00	0.20
L.TOURISM PROGRAM ACTIVITIES :		0.66	0.00	0.02
***** TOTALS *****		99.93	99.94	6.00
NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA :		11		
FROM TERRIT :		13		
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA :		137		
FROM TERRIT :		93		
NUMBER OF PEMD APPLICATIONS COMMENTED ON :		4		
NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED :		3		
-LOCALLY ENGAGED :		3		