

18/02/92

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 1 OF FISCAL YEAR 1991

POST : LIMA

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	158	13.00	20.50	0.67
FROM TERRITORIES :	518	19.00	44.00	1.26
B.VISITS TO CLIENTS IN TERRITORY :	130	11.00	17.50	0.57
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	1	11.50	0.00	0.23
MISSIONS :	4	12.00	3.00	0.30
CONFERENCE SEMINARS :	0	0.00	0.00	0.00
OTHER :	2	0.00	3.00	0.06
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	2	0.50	0.50	0.02
POST INITIATED :	13	8.50	5.50	0.28
E.COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F.INVESTMENT ENQUIRIES				
FROM CANADA :	1	0.50	0.00	0.01
FROM TERRITORIES :	10	0.50	1.00	0.03
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 :		0.00	0.00	0.00
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	0	0.00	0.00	0.00
HOST GOVERNMENT :	2	0.50	0.00	0.01
OTHER DEPARTMENT :	6	0.50	1.00	0.03
PROVINCES/MUNICIPALITIES :	2	0.50	0.00	0.01
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		18.00	4.00	0.44
LEAVE, PROFESSIONAL DEVELOP :		0.50	0.00	0.01
K.SERVICE TO OTHER MISSION PROGRAMS :		3.50	0.00	0.07
L.TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		100.00	100.00	4.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA : 7

FROM TERRIT : 16

NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA : 45

FROM TERRIT : 116

NUMBER OF PEMD APPLICATIONS COMMENTED ON : 2

NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED : 2

-LOCALLY ENGAGED : 2