

27/07/93

## External Affairs and International Trade Canada

TSRPT02E

## TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT  
FOR QUARTER 4 OF FISCAL YEAR 1992

POST : SANTIAGO

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	895	17.50	20.00	0.75
FROM TERRITORIES :	805	7.50	15.00	0.45
B.VISITS TO CLIENTS IN TERRITORY :	65	7.50	12.50	0.40
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	3	2.50	2.50	0.10
MISSIONS :	6	15.00	10.00	0.50
CONFERENCE SEMINARS :	3	12.50	10.00	0.45
OTHER :	0	0.00	0.00	0.00
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	6	5.00	2.50	0.15
POST INITIATED :	10	5.00	5.00	0.20
E.COMMUNICATIONS ACTIVITIES :	3	2.50	2.50	0.10
F.INVESTMENT ENQUIRIES				
FROM CANADA :	5	2.50	0.00	0.05
FROM TERRITORIES :	3	0.00	2.50	0.05
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 :		5.00	0.00	0.10
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	0	0.00	0.00	0.00
HOST GOVERNMENT :	5	2.50	5.00	0.15
OTHER DEPARTMENT :	7	2.50	5.00	0.15
PROVINCES/MUNICIPALITIES :	9	2.50	5.00	0.15
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		5.00	0.00	0.10
LEAVE, PROFESSIONAL DEVELOP :		2.50	2.50	0.10
K.SERVICE TO OTHER MISSION PROGRAMS :		2.50	0.00	0.05
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 :	21
	FROM TERRIT :	5
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	117
	FROM TERRIT :	345
NUMBER OF PEMD APPLICATIONS COMMENTED ON :		17
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	2
	-LOCALLY ENGAGED :	2