

TRADE TRACKING SYSTEM

89/12/12

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 1 OF FISCAL YEAR 1989

POST : LIMA

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	340	16.50	31.00	0.95
FROM TERRITORIES :	323	22.50	20.00	0.85
B. VISITS TO CLIENTS IN TERRITORY :	98	23.50	24.00	0.95
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS :				
FAIRS :	2	0.50	1.00	0.03
MISSIONS :	1	2.00	0.00	0.04
CONFERENCE SEMINARS :	0	0.00	0.00	0.00
OTHER :	12	0.00	4.00	0.08
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	3	5.00	5.00	0.20
POST INITIATED :	0	0.00	0.00	0.00
E. COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F. INVESTMENT ENQUIRIES FROM CANADA :	0	0.00	0.00	0.00
FROM TERRITORIES :	66	3.50	13.00	0.33
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	3	0.50	0.00	0.01
CONNECTIONS ARRANGED :	0	0.00	0.00	0.00
H. PARTICIP'T'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 :	0	0.00	0.00	0.00
OTHER DEPARTMENT :	8	5.00	2.00	0.14
PROVINCES/MUNICIPALITIES :	0	0.00	0.00	0.00
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		1.00	0.00	0.02
LEAVE, PROFESSIONAL DEVELOP :		8.00	0.00	0.16
K. SERVICE TO OTHER MISSION PROGRAMS :		12.00	0.00	0.24
***** TOTALS *****		100.00	100.00	4.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 35
FROM TERRIT : 75

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 2

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 2
- LOCALLY-ENGAGED : 2