

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 4 OF FISCAL YEAR 1989

90/06/20

POST : NEW DELHI

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	1561	9.60	12.66	1.24
FROM TERRITORIES :	5713	10.20	28.16	2.20
B.VISITS TO CLIENTS IN TERRITORY :	198	9.80	6.33	0.87
C.EXPORT/TRADE/POLICY FAIRS :	7	8.80	6.00	0.80
PROJECTS AND EVENTS MISSIONS :	20	14.20	18.00	1.79
CONFERENCE SEMINARS :	3	0.60	0.83	0.08
OTHER :	7	1.80	0.66	0.13
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	54	3.00	0.83	0.20
POST INITIATED :	59	4.00	0.16	0.21
E.COMMUNICATIONS ACTIVITIES :	21	3.00	1.00	0.21
F.INVESTMENT ENQUIRIES FROM CANADA :	71	2.00	1.83	0.21
FROM TERRITORIES :	66	0.00	4.66	0.28
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	0	0.00	0.00	0.00
CONNECTIONS ARRANGED :	1	0.00	0.00	0.00
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		0.40	0.00	0.02
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	125	2.80	1.83	0.25
HOST GOVERNMENT :	105	3.00	1.33	0.23
OTHER DEPARTMENT :	50	1.40	1.50	0.16
PROVINCES/MUNICIPALITIES :	30	1.40	0.66	0.11
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		11.60	5.66	0.92
LEAVE, PROFESSIONAL DEVELOP :		11.20	7.83	1.03
K.SERVICE TO OTHER MISSION PROGRAMS :		1.20	0.00	0.06
***** TOTALS *****		100.00	99.93	11.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 311
FROM TERRIT : 1582

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 20

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 5
- LOCALLY-ENGAGED : 6