

17/11/94

## Foreign Affairs and International Trade

TSRPT02E

## TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT  
FOR QUARTER 1 OF FISCAL YEAR 1994

SUB-REGION: SOUTH ASIA

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	1833	14.60	31.40	3.87
FROM TERRITORIES :	2687	9.60	25.80	3.06
B.VISITS TO CLIENTS IN TERRITORY :	575	6.60	7.10	1.04
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	2	1.00	0.50	0.10
MISSIONS :	15	4.60	4.70	0.70
CONFERENCE SEMINARS :	5	1.00	1.40	0.19
OTHER :	10	3.40	0.70	0.24
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	30	3.00	1.20	0.27
POST INITIATED :	35	5.20	2.50	0.51
E.COMMUNICATIONS ACTIVITIES :	4	2.60	0.00	0.13
F.INVESTMENT ENQUIRIES				
FROM CANADA :	22	1.40	2.00	0.27
FROM TERRITORIES :	80	2.40	3.90	0.51
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	0	0.00	0.00	0.00
CONNECTIONS ARRANGED :	1	0.00	0.20	0.02
H.PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		0.00	2.50	0.25
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	0	0.00	0.00	0.00
HOST GOVERNMENT :	19	2.60	1.30	0.26
OTHER DEPARTMENT :	10	2.20	0.40	0.15
PROVINCES/MUNICIPALITIES :	8	1.20	0.50	0.11
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		8.60	6.10	1.04
LEAVE, PROFESSIONAL DEVELOP :		14.80	6.80	1.42
K.SERVICE TO OTHER MISSION PROGRAMS :		15.20	1.00	0.86
L.TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		100.00	100.00	15.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA : 75

FROM TERRIT : 32

NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA : 188

FROM TERRIT : 568

NUMBER OF PEMD APPLICATIONS COMMENTED ON : 12

NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED : 5

-LOCALLY ENGAGED : 10