

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 PACIFIC

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	1149	10.80	23.10	2.39
FROM TERRITORIES :	1616	11.80	16.88	1.94
B.VISITS TO CLIENTS IN TERRITORY :	239	2.40	13.75	1.22
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	8	1.60	5.00	0.48
MISSIONS :	7	0.40	3.13	0.27
CONFERENCE SEMINARS :	15	3.40	2.25	0.35
OTHER :	33	4.40	2.63	0.43
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	48	5.20	1.50	0.38
POST INITIATED :	125	5.60	3.13	0.53
E.COMMUNICATIONS ACTIVITIES :	32	1.80	0.62	0.14
F.INVESTMENT ENQUIRIES				
FROM CANADA :	10	0.40	0.00	0.02
FROM TERRITORIES :	10	0.60	0.00	0.03
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	3	0.40	0.00	0.02
CONNECTIONS ARRANGED :	3	0.20	0.00	0.01
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		2.20	3.25	0.37
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	16	0.60	0.50	0.07
HOST GOVERNMENT :	50	1.60	0.50	0.12
OTHER DEPARTMENT :	28	1.40	2.00	0.23
PROVINCES/MUNICIPALITIES :	27	1.40	1.25	0.17
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		19.20	4.63	1.33
LEAVE, PROFESSIONAL DEVELOP :		12.60	3.38	0.90
K.SERVICE TO OTHER MISSION PROGRAMS :		10.20	0.00	0.51
L.TOURISM PROGRAM ACTIVITIES :		1.80	12.50	1.09
***** TOTALS *****		100.00	100.00	13.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA :	16
	FROM TERRIT :	75
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	82
	FROM TERRIT :	131

NUMBER OF PEMD APPLICATIONS COMMENTED ON	:	14
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NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	5
	-LOCALLY ENGAGED :	8