

19/05/95

## Foreign Affairs and International Trade

TSRPT02E

## TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT  
FOR QUARTER 3 OF FISCAL YEAR 1994

POST : NEW DELHI

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	223	15.66	23.00	1.39
FROM TERRITORIES :	320	8.00	29.75	1.43
B. VISITS TO CLIENTS IN TERRITORY :	201	13.33	10.50	0.82
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	7	11.66	3.75	0.50
MISSIONS :	10	20.00	10.75	1.03
CONFERENCE SEMINARS :	9	3.00	3.25	0.22
OTHER :	0	0.00	0.00	0.00
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	2	0.00	1.75	0.07
POST INITIATED :	3	1.33	0.00	0.04
E. COMMUNICATIONS ACTIVITIES :	4	7.00	0.00	0.21
F. INVESTMENT ENQUIRIES				
FROM CANADA :	14	2.00	4.50	0.24
FROM TERRITORIES :	52	0.00	6.50	0.26
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	6	0.33	0.50	0.03
CONNECTIONS ARRANGED :	1	0.33	0.00	0.01
H. PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		1.66	0.00	0.05
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	2	1.66	0.00	0.05
HOST GOVERNMENT :	3	2.33	0.00	0.07
OTHER DEPARTMENT :	4	2.33	0.50	0.09
PROVINCES/MUNICIPALITIES :	9	5.00	0.00	0.15
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN. :		3.33	0.00	0.10
LEAVE, PROFESSIONAL DEVELOP :		1.00	5.25	0.24
K. SERVICE TO OTHER MISSION PROGRAMS :		0.00	0.00	0.00
L. TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		99.95	100.00	7.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA :	37
	FROM TERRIT :	2
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	99
	FROM TERRIT :	142
NUMBER OF PEMD APPLICATIONS COMMENTED ON :		3
NUMBER OF OCCUPIED OFFICER POSITIONS	- CANADA BASED :	3
	- LOCALLY ENGAGED :	4