

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 3 OF FISCAL YEAR 1992

POST : JAKARTA

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A. EXPORT/TRADE/POLICY ENQUIRIES				
FROM CANADA :	644	14.66	30.25	1.65
FROM TERRITORIES :	480	21.00	13.25	1.16
B. VISITS TO CLIENTS IN TERRITORY :	378	9.33	17.25	0.97
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	2	2.66	4.00	0.24
MISSIONS :	5	7.66	11.75	0.70
CONFERENCE SEMINARS :	3	3.66	3.50	0.25
OTHER :	1	0.33	0.25	0.02
D. COMMERCIAL* ECONOMIC REPORTS				
HQ REQUESTED :	1	1.66	0.00	0.05
POST INITIATED :	7	2.66	1.25	0.13
E. COMMUNICATIONS ACTIVITIES :	3	0.66	0.00	0.02
F. INVESTMENT ENQUIRIES				
FROM CANADA :	5	0.00	0.25	0.01
FROM TERRITORIES :	2	0.00	0.25	0.01
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA				
CONNECTIONS ARRANGED :	0	0.00	0.00	0.00
H. PARTICIP'T'N IN PROG-REL EVENTS OUTSIDE POST :		1.33	0.00	0.04
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	8	1.00	0.50	0.05
HOST GOVERNMENT :	9	0.33	0.50	0.03
OTHER DEPARTMENT :	26	2.66	1.75	0.15
PROVINCES/MUNICIPALITIES :	34	2.66	3.25	0.21
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		10.00	1.25	0.35
LEAVE, PROFESSIONAL DEVELOP :		10.00	8.50	0.64
K. SERVICE TO OTHER MISSION PROGRAMS :		1.66	0.50	0.07
L. TOURISM PROGRAM ACTIVITIES :		6.00	1.75	0.25
***** TOTALS *****		99.92	100.00	7.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA :	46
	FROM TERRIT :	24
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	268
	FROM TERRIT :	267
NUMBER OF PEMD APPLICATIONS COMMENTED ON :		21
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	3
	-LOCALLY ENGAGED :	4