

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 3 OF FISCAL YEAR 1991

POST : JAKARTA

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	717	18.00	31.75	1.81
FROM TERRITORIES :	329	10.66	10.50	0.74
B.VISITS TO CLIENTS IN TERRITORY :	263	8.33	20.25	1.06
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	8	1.00	1.00	0.07
MISSIONS :	9	14.00	13.00	0.94
CONFERENCE SEMINARS :	9	4.33	1.25	0.18
OTHER :	3	4.66	0.00	0.14
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	9	3.33	0.75	0.13
POST INITIATED :	8	2.00	2.50	0.16
E.COMMUNICATIONS ACTIVITIES :	3	0.66	0.00	0.02
F.INVESTMENT ENQUIRIES FROM CANADA :	9	2.00	0.75	0.09
FROM TERRITORIES :	1	0.33	0.00	0.01
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	0	0.00	0.00	0.00
CONNECTIONS ARRANGED :	0	0.00	0.00	0.00
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		11.33	5.00	0.54
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	3	0.66	1.00	0.06
HOST GOVERNMENT :	5	2.00	0.00	0.06
OTHER DEPARTMENT :	14	4.33	1.75	0.20
PROVINCES/MUNICIPALITIES :	21	4.66	2.75	0.25
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		5.00	0.50	0.17
LEAVE, PROFESSIONAL DEVELOP :		1.00	6.00	0.27
K.SERVICE TO OTHER MISSION PROGRAMS :		1.66	1.25	0.10
L.TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		99.94	100.00	7.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA :	82
	FROM TERRIT :	143
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	256
	FROM TERRIT :	366
NUMBER OF PEMD APPLICATIONS COMMENTED ON :		5
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	3
	-LOCALLY ENGAGED :	4