

TRADE TRACKING SYSTEM

89/01/18

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 2 OF FISCAL YEAR 1988

POST : SHANGHAI

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	408	27.50	37.50	1.30
FROM TERRITORIES :	484	12.50	17.50	0.60
B. VISITS TO CLIENTS IN TERRITORY :	69	14.50	7.50	0.44
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	0	0.00	0.00	0.00
MISSIONS :	5	5.00	7.50	0.25
CONFERENCE SEMINARS :	2	1.50	2.50	0.08
OTHER :	0	1.00	0.00	0.02
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	0	0.00	0.00	0.00
POST INITIATED :	3	2.50	2.50	0.10
E. COMMUNICATIONS ACTIVITIES :	2	0.00	1.50	0.03
F. INVESTMENT ENQUIRIES				
FROM CANADA :	0	0.00	0.00	0.00
FROM TERRITORIES :	25	4.00	2.50	0.13
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. PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		5.00	0.00	0.10
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	16	1.50	12.50	0.28
HOST GOVERNMENT :	0	0.00	0.00	0.00
OTHER DEPARTMENT :	9	1.00	6.00	0.14
PROVINCES/MUNICIPALITIES :	2	0.00	2.50	0.05
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		7.50	0.00	0.15
LEAVE, PROFESSIONAL DEVELOP :		0.00	0.00	0.00
K. SERVICE TO OTHER MISSION PROGRAMS :		16.50	0.00	0.33
***** TOTALS *****		100.00	100.00	4.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 67
FROM TERRIT : 144

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 22

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 2
- LOCALLY-ENGAGED : 2