

25/01/95

Foreign Affairs and International Trade

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 2 OF FISCAL YEAR 1994

SUB-REGION: SOUTH EAST ASIA

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	4636	22.65	29.01	7.23
FROM TERRITORIES :	3356	14.86	22.36	5.21
B. VISITS TO CLIENTS IN TERRITORY :	929	9.50	11.00	2.87
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	23	4.21	4.57	1.23
MISSIONS :	33	9.15	6.50	2.19
CONFERENCE SEMINARS :	24	2.86	2.28	0.72
OTHER :	17	2.71	0.71	0.48
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	71	5.22	6.07	1.58
POST INITIATED :	101	2.57	4.57	1.00
E. COMMUNICATIONS ACTIVITIES :	50	3.57	1.07	0.65
F. INVESTMENT ENQUIRIES				
FROM CANADA :	75	1.14	1.28	0.34
FROM TERRITORIES :	33	0.50	1.07	0.22
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	1	0.00	0.00	0.00
CONNECTIONS ARRANGED :	1	0.00	0.00	0.00
H. PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		0.93	0.71	0.23
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	79	1.28	0.50	0.25
HOST GOVERNMENT :	142	1.64	1.14	0.39
OTHER DEPARTMENT :	139	3.36	1.00	0.61
PROVINCES/MUNICIPALITIES :	194	4.07	1.85	0.83
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN. :		3.71	0.78	0.63
LEAVE, PROFESSIONAL DEVELOP :		4.50	2.64	1.00
K. SERVICE TO OTHER MISSION PROGRAMS :		1.57	0.50	0.29
L. TOURISM PROGRAM ACTIVITIES :		0.00	0.36	0.05
***** TOTALS *****		100.00	99.97	28.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA :	99
	FROM TERRIT :	78
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	781
	FROM TERRIT :	927
NUMBER OF PEMD APPLICATIONS COMMENTED ON :		32
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	14
	-LOCALLY ENGAGED :	14