

24/08/95

## Foreign Affairs and International Trade

TSRPT02E

## TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT  
FOR QUARTER 4 OF FISCAL YEAR 1994

POST : LIMA

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA	1088	36.00	34.00	1.06
FROM TERRITORIES	791	27.50	26.00	0.81
B. VISITS TO CLIENTS IN TERRITORY	184	13.50	8.00	0.35
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS FAIRS	1	2.00	10.00	0.14
MISSIONS	1	1.00	10.00	0.12
CONFERENCE SEMINARS	3	5.50	2.00	0.13
OTHER	0	0.00	0.00	0.00
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED	0	0.00	0.00	0.00
POST INITIATED	2	1.00	4.00	0.06
E. COMMUNICATIONS ACTIVITIES	2	7.00	0.00	0.14
F. INVESTMENT ENQUIRIES FROM CANADA	10	1.50	0.00	0.03
FROM TERRITORIES	5	1.00	0.00	0.02
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		0.00	0.00	0.00
I. SERVICE REQUESTS FM GOV'T SOURCES NGO	0	0.00	0.00	0.00
HOST GOVERNMENT	0	0.00	0.00	0.00
OTHER DEPARTMENT	0	0.00	0.00	0.00
PROVINCES/MUNICIPALITIES	3	0.00	3.00	0.03
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.		4.00	3.00	0.11
LEAVE, PROFESSIONAL DEVELOP		0.00	0.00	0.00
K. SERVICE TO OTHER MISSION PROGRAMS		0.00	0.00	0.00
L. TOURISM PROGRAM ACTIVITIES		0.00	0.00	0.00
***** TOTALS *****		100.00	100.00	3.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA	7
FROM TERRIT	5
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA	103
FROM TERRIT	240

NUMBER OF PEMD APPLICATIONS COMMENTED ON	2
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NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED	2
-LOCALLY ENGAGED	1