

17/11/94

Foreign Affairs and International Trade

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 1 OF FISCAL YEAR 1994

POST : ISLAMABAD

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	430	25.00	21.66	0.90
FROM TERRITORIES :	1100	10.00	20.00	0.70
B.VISITS TO CLIENTS IN TERRITORY :	83	5.00	10.00	0.35
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS FAIRS :	2	5.00	1.66	0.10
MISSIONS :	5	10.00	13.33	0.50
CONFERENCE SEMINARS :	1	5.00	1.66	0.10
OTHER :	1	5.00	1.66	0.10
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	1	0.00	1.66	0.05
POST INITIATED :	3	5.00	6.66	0.25
E.COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F.INVESTMENT ENQUIRIES FROM CANADA :	0	0.00	0.00	0.00
FROM TERRITORIES :	0	0.00	0.00	0.00
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 :		0.00	0.00	0.00
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	0	0.00	0.00	0.00
HOST GOVERNMENT :	1	0.00	1.66	0.05
OTHER DEPARTMENT :	0	0.00	0.00	0.00
PROVINCES/MUNICIPALITIES :	1	0.00	1.66	0.05
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		10.00	15.00	0.55
LEAVE, PROFESSIONAL DEVELOP :		20.00	3.33	0.30
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	99.94	4.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA :	2
FROM TERRIT :	12
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA :	37
FROM TERRIT :	270

NUMBER OF PEMD APPLICATIONS COMMENTED ON :	0
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NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED :	1
-LOCALLY ENGAGED :	3