

TRADE TRACKING SYSTEM

91/01/09

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 2 OF FISCAL YEAR 1990

POST : JAKARTA

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	0	23.33	36.75	2.17
FROM TERRITORIES :	0	8.33	16.50	0.91
B. VISITS TO CLIENTS IN TERRITORY :	0	5.00	21.00	0.99
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	0	3.33	1.50	0.16
MISSIONS :	0	6.66	3.50	0.34
CONFERENCE SEMINARS :	0	5.66	3.25	0.30
OTHER :	0	0.00	1.25	0.05
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	0	3.33	0.00	0.10
POST INITIATED :	0	5.66	1.75	0.24
E. COMMUNICATIONS ACTIVITIES :	0	2.66	0.00	0.08
F. INVESTMENT ENQUIRIES				
FROM CANADA :	0	1.66	0.75	0.08
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. PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		6.66	0.00	0.20
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	0	0.00	0.25	0.01
HOST GOVERNMENT :	0	3.33	1.25	0.15
OTHER DEPARTMENT :	0	0.00	2.25	0.09
PROVINCES/MUNICIPALITIES :	0	6.00	3.75	0.33
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN. :		8.33	0.00	0.25
LEAVE, PROFESSIONAL DEVELOP :		10.00	5.25	0.51
K. SERVICE TO OTHER MISSION PROGRAMS :		0.00	1.00	0.04
L. TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		99.94	100.00	7.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 0
FROM TERRIT : 0

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 0

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 3
- LOCALLY-ENGAGED : 4