

20/10/93

## External Affairs and International Trade Canada

TSRPT02E

## TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT  
FOR QUARTER 1 OF FISCAL YEAR 1993

POST : SANTIAGO

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	1450	20.00	26.66	1.20
FROM TERRITORIES :	1050	15.00	16.66	0.80
B.VISITS TO CLIENTS IN TERRITORY :	90	5.00	8.33	0.35
C.EXPORT/TRADE/POLICY FAIRS :	4	2.50	6.66	0.25
PROJECTS AND EVENTS MISSIONS :	11	25.00	15.00	0.95
CONFERENCE SEMINARS :	4	2.50	3.33	0.15
OTHER :	0	0.00	0.00	0.00
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	14	5.00	1.66	0.15
POST INITIATED :	22	5.00	3.33	0.20
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 :		5.00	1.66	0.15
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	0	0.00	0.00	0.00
HOST GOVERNMENT :	17	2.50	5.00	0.20
OTHER DEPARTMENT :	10	2.50	5.00	0.20
PROVINCES/MUNICIPALITIES :	10	5.00	5.00	0.25
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		2.50	0.00	0.05
LEAVE, PROFESSIONAL DEVELOP :		0.00	0.00	0.00
K.SERVICE TO OTHER MISSION PROGRAMS :		2.50	1.66	0.10
L.TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		100.00	99.95	5.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA :	35
FROM TERRIT :	21
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA :	312
FROM TERRIT :	1175
NUMBER OF PEMD APPLICATIONS COMMENTED ON :	13
NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED :	2
-LOCALLY ENGAGED :	3