

27/07/93

## External Affairs and International Trade Canada

TSRPT02E

## TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT  
FOR QUARTER 4 OF FISCAL YEAR 1992

POST : ISLAMABAD

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	425	10.00	11.66	0.45
FROM TERRITORIES :	1230	5.00	11.66	0.40
B.VISITS TO CLIENTS IN TERRITORY :	210	20.00	8.33	0.45
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	1	0.00	5.00	0.15
MISSIONS :	5	10.00	15.00	0.55
CONFERENCE SEMINARS :	0	0.00	0.00	0.00
OTHER :	2	0.00	1.66	0.05
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	1	0.00	0.00	0.00
POST INITIATED :	16	5.00	10.00	0.35
E.COMMUNICATIONS ACTIVITIES :	5	0.00	1.66	0.05
F.INVESTMENT ENQUIRIES				
FROM CANADA :	5	0.00	0.00	0.00
FROM TERRITORIES :	10	0.00	1.66	0.05
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 :		10.00	0.00	0.10
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	10	0.00	1.66	0.05
HOST GOVERNMENT :	10	5.00	1.66	0.10
OTHER DEPARTMENT :	10	0.00	1.66	0.05
PROVINCES/MUNICIPALITIES :	10	5.00	1.66	0.10
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		20.00	20.00	0.80
LEAVE, PROFESSIONAL DEVELOP :		5.00	5.00	0.20
K.SERVICE TO OTHER MISSION PROGRAMS :		5.00	1.66	0.10
L.TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		100.00	99.93	4.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA :	14
	FROM TERRIT :	17
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	67
	FROM TERRIT :	319

NUMBER OF PEMD APPLICATIONS COMMENTED ON	:	4
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NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	1
	-LOCALLY ENGAGED :	3