

TRADE TRACKING SYSTEM

89/10/05

WORKLOAD AND OFFICER SUMMARY  
ACTIVITY REPORT

FOR QUARTER 4 OF FISCAL YEAR 1988

POST : BRIDGETOWN

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	265	15.00	40.00	0.55
FROM TERRITORIES :	252	10.00	15.00	0.25
B.VISITS TO CLIENTS IN TERRITORY :	91	10.00	10.00	0.20
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	0	0.00	0.00	0.00
MISSIONS :	1	0.00	10.00	0.10
CONFERENCE SEMINARS :	1	5.00	10.00	0.15
OTHER :	1	0.00	5.00	0.05
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	2	5.00	0.00	0.05
POST INITIATED :	3	5.00	5.00	0.10
E.COMMUNICATIONS ACTIVITIES :	1	3.00	0.00	0.03
F.INVESTMENT ENQUIRIES				
FROM CANADA :	1	2.00	0.00	0.02
FROM TERRITORIES :	1	2.00	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.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		0.00	0.00	0.00
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	0	5.00	3.00	0.08
HOST GOVERNMENT :	0	0.00	0.00	0.00
OTHER DEPARTMENT :	0	0.00	0.00	0.00
PROVINCES/MUNICIPALITIES :	1	5.00	2.00	0.07
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		10.00	0.00	0.10
LEAVE, PROFESSIONAL DEVELOP :		8.00	0.00	0.08
K.SERVICE TO OTHER MISSION PROGRAMS :		15.00	0.00	0.15
***** TOTALS *****		100.00	100.00	2.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 55  
FROM TERRIT : 30

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 3

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 1  
- LOCALLY-ENGAGED : 1