

19/05/95

Foreign Affairs and International Trade

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 3 OF FISCAL YEAR 1994

POST : ISLAMABAD

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	190	10.00	16.66	0.60
FROM TERRITORIES :	1200	5.00	21.66	0.70
B. VISITS TO CLIENTS IN TERRITORY :	95	10.00	11.66	0.45
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS :				
FAIRS :	1	0.00	3.33	0.10
MISSIONS :	3	15.00	11.66	0.50
CONFERENCE SEMINARS :	1	5.00	0.00	0.05
OTHER :	1	10.00	0.00	0.10
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	0	0.00	0.00	0.00
POST INITIATED :	3	5.00	3.33	0.15
E. COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F. INVESTMENT ENQUIRIES FROM CANADA :	0	0.00	0.00	0.00
FROM TERRITORIES :	15	0.00	3.33	0.10
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 :		0.00	0.00	0.00
I. SERVICE REQUESTS FM GOV'T SOURCES :				
NGO :	0	0.00	0.00	0.00
HOST GOVERNMENT :	0	0.00	0.00	0.00
OTHER DEPARTMENT :	3	5.00	5.00	0.20
PROVINCES/MUNICIPALITIES :	0	0.00	0.00	0.00
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		20.00	20.00	0.80
LEAVE, PROFESSIONAL DEVELOP :		10.00	1.66	0.15
K. SERVICE TO OTHER MISSION PROGRAMS :		5.00	0.00	0.05
L. TOURISM PROGRAM ACTIVITIES :		0.00	1.66	0.05
***** TOTALS *****		100.00	99.95	4.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA :	13
FROM TERRIT :	4
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA :	32
FROM TERRIT :	210
NUMBER OF PEMD APPLICATIONS COMMENTED ON :	3
NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA BASED :	1
- LOCALLY ENGAGED :	3