

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 3 OF FISCAL YEAR 1992

POST : ISLAMABAD

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
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A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	315	5.00	13.33	0.45
FROM TERRITORIES :	1166	5.00	16.66	0.55
B.VISITS TO CLIENTS IN TERRITORY :	290	15.00	20.00	0.75
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	1	0.00	1.66	0.05
MISSIONS :	8	10.00	23.33	0.80
CONFERENCE SEMINARS :	3	5.00	1.66	0.10
OTHER :	1	0.00	0.00	0.00
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	1	0.00	0.00	0.00
POST INITIATED :	9	0.00	3.33	0.10
E.COMMUNICATIONS ACTIVITIES :	8	5.00	1.66	0.10
F.INVESTMENT ENQUIRIES				
FROM CANADA :	10	0.00	0.00	0.00
FROM TERRITORIES :	10	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	0.00	0.05
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	5	0.00	0.00	0.00
HOST GOVERNMENT :	15	0.00	1.66	0.05
OTHER DEPARTMENT :	15	10.00	1.66	0.15
PROVINCES/MUNICIPALITIES :	10	0.00	0.00	0.00
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		10.00	8.33	0.35
LEAVE, PROFESSIONAL DEVELOP :		15.00	3.33	0.25
K.SERVICE TO OTHER MISSION PROGRAMS :		15.00	3.33	0.25
L.TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		100.00	99.94	4.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA :	31
	FROM TERRIT :	25
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	137
	FROM TERRIT :	240

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