

TRADE TRACKING SYSTEM

89/01/18

WORKLOAD AND OFFICER SUMMARY  
ACTIVITY REPORT

FOR QUARTER 2 OF FISCAL YEAR 1988

POST : OSAKA

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES				
FROM CANADA :	283	5.00	10.00	0.30
FROM TERRITORIES :	307	5.00	15.00	0.40
B. VISITS TO CLIENTS IN TERRITORY :	31	2.50	5.00	0.15
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	4	5.00	12.50	0.35
MISSIONS :	5	7.50	17.50	0.50
CONFERENCE SEMINARS :	1	0.00	2.50	0.05
OTHER :	3	2.50	2.50	0.10
D. COMMERCIAL* ECONOMIC REPORTS				
HQ REQUESTED :	32	7.50	2.50	0.20
POST INITIATED :	27	7.50	2.50	0.20
E. COMMUNICATIONS ACTIVITIES :	8	2.50	0.00	0.05
F. INVESTMENT ENQUIRIES				
FROM CANADA :	12	2.50	5.00	0.15
FROM TERRITORIES :	78	2.50	5.00	0.15
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	2	0.00	0.00	0.00
CONNECTIONS ARRANGED :	0	0.00	0.00	0.00
H. PARTICIPANT IN PROG-REL EVENTS OUTSIDE POST :		0.00	5.00	0.10
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	3	0.00	0.00	0.00
HOST GOVERNMENT :	7	0.00	2.50	0.05
OTHER DEPARTMENT :	43	10.00	5.00	0.30
PROVINCES/MUNICIPALITIES :	68	10.00	5.00	0.30
J. ADMINISTRATION:				
PROGRAM MANAGEMENT & ADMIN. :		12.50	2.50	0.30
LEAVE, PROFESSIONAL DEVELOP :		12.50	0.00	0.25
K. SERVICE TO OTHER MISSION PROGRAMS :		5.00	0.00	0.10
***** TOTALS *****		100.00	100.00	4.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 108  
FROM TERRIT : 720

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 6

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 2  
- LOCALLY-ENGAGED : 2