

18/02/92

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 1 OF FISCAL YEAR 1991

POST : OSAKA

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA	: 130	8.00	17.00	0.50
FROM TERRITORIES	: 125	0.00	15.00	0.30
B. VISITS TO CLIENTS IN TERRITORY	: 75	18.00	10.00	0.56
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS	: 3	20.00	20.00	0.80
MISSIONS	: 7	18.00	5.00	0.46
CONFERENCE SEMINARS	: 2	2.00	2.00	0.08
OTHER	: 0	0.00	0.00	0.00
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED	: 0	0.00	0.00	0.00
POST INITIATED	: 0	0.00	0.00	0.00
E. COMMUNICATIONS ACTIVITIES	: 8	7.00	0.00	0.14
F. INVESTMENT ENQUIRIES				
FROM CANADA	: 7	5.00	5.00	0.20
FROM TERRITORIES	: 12	0.00	4.00	0.08
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	: 12.00	4.00		0.32
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO	: 0	5.00	16.00	0.42
HOST GOVERNMENT	: 0	0.00	0.00	0.00
OTHER DEPARTMENT	: 0	0.00	0.00	0.00
PROVINCES/MUNICIPALITIES	: 0	0.00	0.00	0.00
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.	: 3.00	0.00		0.06
LEAVE, PROFESSIONAL DEVELOP	: 0.00	0.00		0.00
K. SERVICE TO OTHER MISSION PROGRAMS	: 2.00	2.00		0.08
L. TOURISM PROGRAM ACTIVITIES	: 0.00	0.00		0.00
***** TOTALS *****		100.00	100.00	4.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA	: 155
	FROM TERRIT	: 120
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA	: 0
	FROM TERRIT	: 0

NUMBER OF PEMD APPLICATIONS COMMENTED ON	: 9
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NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED	: 2
	-LOCALLY ENGAGED	: 2