

29/06/92

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT  
FOR QUARTER 4 OF FISCAL YEAR 1991

POST : OSAKA

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES				
FROM CANADA :	125	12.50	17.50	0.60
FROM TERRITORIES :	110	5.00	15.00	0.40
B. VISITS TO CLIENTS IN TERRITORY :	65	17.50	7.50	0.50
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	3	15.00	20.00	0.70
MISSIONS :	4	15.00	17.50	0.65
CONFERENCE SEMINARS :	1	2.50	5.00	0.15
OTHER :	0	0.00	0.00	0.00
D. COMMERCIAL* ECONOMIC REPORTS				
HQ REQUESTED :	2	2.50	0.00	0.05
POST INITIATED :	10	7.50	0.00	0.15
E. COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F. INVESTMENT ENQUIRIES				
FROM CANADA :	6	5.00	5.00	0.20
FROM TERRITORIES :	15	0.00	5.00	0.10
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA				
CONNECTIONS ARRANGED :	0	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	0.00	0.00
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	0	0.00	0.00	0.00
HOST GOVERNMENT :	0	5.00	2.50	0.15
OTHER DEPARTMENT :	0	0.00	0.00	0.00
PROVINCES/MUNICIPALITIES :	0	0.00	0.00	0.00
J. ADMINISTRATION:				
PROGRAM MANAGEMENT & ADMIN. :		0.00	0.00	0.00
LEAVE, PROFESSIONAL DEVELOP :		5.00	5.00	0.20
K. SERVICE TO OTHER MISSION PROGRAMS :		7.50	0.00	0.15
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 : 32  
 FROM TERRIT : 2  
 NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA : 63  
 FROM TERRIT : 25  
 NUMBER OF PEMD APPLICATIONS COMMENTED ON : 15  
 NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED : 2  
 -LOCALLY ENGAGED : 2