

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 : KUWAIT

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	706	19.66	52.00	2.15
FROM TERRITORIES :	732	16.66	19.00	1.07
B.VISITS TO CLIENTS IN TERRITORY :	336	18.00	15.66	1.01
C.EXPORT/TRADE/POLICY FAIRS :	4	5.00	6.66	0.35
PROJECTS AND EVENTS MISSIONS :	14	5.33	3.00	0.25
CONFERENCE SEMINARS :	0	0.00	0.00	0.00
OTHER :	12	1.66	0.00	0.05
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	22	4.00	0.00	0.12
POST INITIATED :	34	5.66	0.33	0.18
E.COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F.INVESTMENT ENQUIRIES FROM CANADA :	3	0.33	0.00	0.01
FROM TERRITORIES :	22	1.00	2.00	0.09
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 :		3.33	0.00	0.10
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	0	0.00	0.00	0.00
HOST GOVERNMENT :	7	1.00	0.66	0.05
OTHER DEPARTMENT :	7	1.00	0.33	0.04
PROVINCES/MUNICIPALITIES :	18	3.00	0.33	0.10
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		5.33	0.00	0.16
LEAVE, PROFESSIONAL DEVELOP :		4.00	0.00	0.12
K.SERVICE TO OTHER MISSION PROGRAMS :		5.00	0.00	0.15
L.TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		99.96	99.97	6.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA :	10
FROM TERRIT :	15
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA :	86
FROM TERRIT :	91

NUMBER OF PEMD APPLICATIONS COMMENTED ON :	9
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NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED :	3
-LOCALLY ENGAGED :	3