

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 : NEW DELHI

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	484	17.00	27.00	1.59
FROM TERRITORIES :	1381	18.33	35.50	1.97
B.VISITS TO CLIENTS IN TERRITORY :	284	12.33	8.50	0.71
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	3	1.33	4.50	0.22
MISSIONS :	5	2.00	7.00	0.34
CONFERENCE SEMINARS :	5	1.33	0.25	0.05
OTHER :	1	1.33	0.00	0.04
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	21	2.66	0.50	0.10
POST INITIATED :	37	11.00	0.25	0.34
E.COMMUNICATIONS ACTIVITIES :	2	1.00	0.00	0.03
F.INVESTMENT ENQUIRIES FROM CANADA :	23	1.33	3.25	0.17
FROM TERRITORIES :	230	3.33	7.50	0.40
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 :		0.00	0.00	0.00
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	1	0.00	0.00	0.00
HOST GOVERNMENT :	15	2.33	0.00	0.07
OTHER DEPARTMENT :	10	2.66	0.00	0.08
PROVINCES/MUNICIPALITIES :	6	1.33	0.00	0.04
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		8.66	0.00	0.26
LEAVE, PROFESSIONAL DEVELOP :		6.33	5.75	0.42
K.SERVICE TO OTHER MISSION PROGRAMS :		5.66	0.00	0.17
L.TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		99.94	100.00	7.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA :	48
FROM TERRIT :	18
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA :	154
FROM TERRIT :	216

NUMBER OF PEMD APPLICATIONS COMMENTED ON :	4
NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED :	3
-LOCALLY ENGAGED :	4