

21/02/95

Foreign Affairs and International Trade

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 2 OF FISCAL YEAR 1994

POST : SANTIAGO

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	543	26.66	40.66	2.02
FROM TERRITORIES :	387	15.66	33.00	1.46
B. VISITS TO CLIENTS IN TERRITORY :	75	8.33	8.66	0.51
C. EXPORT/TRADE/POLICY FAIRS :	2	0.66	4.00	0.14
PROJECTS AND EVENTS MISSIONS :	4	0.66	1.66	0.07
CONFERENCE SEMINARS :	3	0.00	1.00	0.03
OTHER :	4	3.33	0.66	0.12
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	15	0.33	1.00	0.04
POST INITIATED :	12	12.33	1.66	0.42
E. COMMUNICATIONS ACTIVITIES :	6	2.00	0.66	0.08
F. INVESTMENT ENQUIRIES FROM CANADA :	7	0.33	1.00	0.04
FROM TERRITORIES :	1	0.00	0.00	0.00
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 :		1.66	0.00	0.05
I. SERVICE REQUESTS FM GOV'T SOURCES NGO :	6	5.00	0.00	0.15
HOST GOVERNMENT :	9	2.00	0.33	0.07
OTHER DEPARTMENT :	21	0.33	1.00	0.04
PROVINCES/MUNICIPALITIES :	5	0.66	1.00	0.05
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN. :		11.33	3.00	0.43
LEAVE, PROFESSIONAL DEVELOP :		7.66	0.00	0.23
K. SERVICE TO OTHER MISSION PROGRAMS :		1.00	0.66	0.05
L. TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		99.93	99.95	6.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA :	20
FROM TERRIT :	21
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA :	401
FROM TERRIT :	160

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