

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 : SHANGHAI

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	214	52.50	43.50	1.92
FROM TERRITORIES :	126	10.50	24.50	0.70
B. VISITS TO CLIENTS IN TERRITORY :	64	4.00	10.00	0.28
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	3	4.50	2.50	0.14
MISSIONS :	26	4.50	14.00	0.37
CONFERENCE SEMINARS :	3	4.00	0.50	0.09
OTHER :	3	0.00	0.50	0.01
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	0	0.00	0.00	0.00
POST INITIATED :	8	2.00	0.00	0.04
E. COMMUNICATIONS ACTIVITIES :	15	2.50	0.00	0.05
F. INVESTMENT ENQUIRIES				
FROM CANADA :	3	1.00	2.00	0.06
FROM TERRITORIES :	11	0.00	2.50	0.05
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 :	2	1.00	0.00	0.02
HOST GOVERNMENT :	2	0.50	0.00	0.01
OTHER DEPARTMENT :	1	0.00	0.00	0.00
PROVINCES/MUNICIPALITIES :	9	3.50	0.00	0.07
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		5.50	0.00	0.11
LEAVE, PROFESSIONAL DEVELOP :		0.00	0.00	0.00
K. SERVICE TO OTHER MISSION PROGRAMS :		4.00	0.00	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 :	69
	FROM TERRIT :	2
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	0
	FROM TERRIT :	0

NUMBER OF PEMD APPLICATIONS COMMENTED ON	:	6
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NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	2
	-LOCALLY ENGAGED :	2