

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	:	PARIS	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES	FROM CANADA	:	580	15.00	16.66	3.20
	FROM TERRITORIES	:	590	15.00	11.66	2.60
B.VISITS TO CLIENTS IN TERRITORY	:		105	5.62	5.41	1.10
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS	FAIRS	:	28	3.12	3.75	0.70
	MISSIONS	:	15	1.25	1.25	0.25
	CONFERENCE SEMINARS	:	16	1.25	2.66	0.42
	OTHER	:	3	0.62	0.41	0.10
D.COMMERCIAL* ECONOMIC REPORTS	HQ REQUESTED	:	37	3.12	0.83	0.35
	POST INITIATED	:	19	2.50	0.83	0.30
E.COMMUNICATIONS ACTIVITIES	:		11	0.62	0.41	0.10
F.INVESTMENT ENQUIRIES	FROM CANADA	:	132	6.25	12.50	2.00
	FROM TERRITORIES	:	142	5.00	12.50	1.90
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA	:		106	0.00	2.50	0.30
	CONNECTIONS ARRANGED	:	37	0.00	1.66	0.20
H.PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST	:			1.25	0.83	0.20
I.SERVICE REQUESTS FM GOV'T SOURCES	NGO	:	44	2.50	1.83	0.42
	HOST GOVERNMENT	:	16	0.62	0.41	0.10
	OTHER DEPARTMENT	:	51	1.87	0.41	0.20
	PROVINCES/MUNICIPALITIES	:	36	3.12	4.50	0.79
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.	:			7.50	0.41	0.65
	LEAVE, PROFESSIONAL DEVELOP	:		8.12	1.33	0.81
K.SERVICE TO OTHER MISSION PROGRAMS	:			3.12	0.50	0.31
L.TOURISM PROGRAM ACTIVITIES	:			12.50	16.66	3.00
***** TOTALS *****				99.95	99.91	20.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA	:	47
	FROM TERRIT	:	28
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA	:	361
	FROM TERRIT	:	71
NUMBER OF PEMD APPLICATIONS COMMENTED ON	:		25
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED	:	8
	-LOCALLY ENGAGED	:	12