

17/11/94

Foreign Affairs and International Trade

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 1 OF FISCAL YEAR 1994

POST : BOMBAY

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	326	15.00	35.00	0.85
FROM TERRITORIES :	690	13.00	36.00	0.85
B.VISITS TO CLIENTS IN TERRITORY :	82	8.00	6.00	0.20
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	0	0.00	0.00	0.00
MISSIONS :	1	1.00	1.00	0.03
CONFERENCE SEMINARS :	3	0.00	3.00	0.06
OTHER :	2	4.00	1.00	0.06
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	4	3.00	1.00	0.05
POST INITIATED :	6	8.00	2.00	0.12
E.COMMUNICATIONS ACTIVITIES :	2	4.00	0.00	0.04
F.INVESTMENT ENQUIRIES				
FROM CANADA :	2	1.00	3.00	0.07
FROM TERRITORIES :	20	6.00	7.00	0.20
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 :		0.00	0.00	0.00
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	0	0.00	0.00	0.00
HOST GOVERNMENT :	3	4.00	0.00	0.04
OTHER DEPARTMENT :	5	2.00	1.00	0.04
PROVINCES/MUNICIPALITIES :	3	2.00	0.00	0.02
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		10.00	0.00	0.10
LEAVE, PROFESSIONAL DEVELOP :		17.00	4.00	0.25
K.SERVICE TO OTHER MISSION PROGRAMS :		2.00	0.00	0.02
L.TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		100.00	100.00	3.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA :	23
	FROM TERRIT :	10
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	46
	FROM TERRIT :	112

NUMBER OF PEMD APPLICATIONS COMMENTED ON	:	4
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	1
	-LOCALLY ENGAGED :	2