

02/12/92

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 2 OF FISCAL YEAR 1992

POST : GUATEMALA

	NUMBER	% OFFICER-TIME		TOTAL-TIM
		CANADA	LOC-ENG	PERSON-QT
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	75	0.00	30.00	0.30
FROM TERRITORIES :	88	0.00	20.00	0.20
B. VISITS TO CLIENTS IN TERRITORY :	16	0.00	10.00	0.10
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	1	0.00	0.00	0.00
MISSIONS :	1	0.00	0.00	0.00
CONFERENCE SEMINARS :	1	0.00	0.00	0.00
OTHER :	0	0.00	0.00	0.00
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	2	0.00	5.00	0.05
POST INITIATED :	4	0.00	5.00	0.05
E. COMMUNICATIONS ACTIVITIES :	1	0.00	0.00	0.00
F. INVESTMENT ENQUIRIES				
FROM CANADA :	0	0.00	0.00	0.00
FROM TERRITORIES :	0	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'T'N IN PROG-REL EVENTS OUTSIDE POST :		0.00	10.00	0.10
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	0	0.00	0.00	0.00
HOST GOVERNMENT :	1	0.00	0.00	0.00
OTHER DEPARTMENT :	0	0.00	0.00	0.00
PROVINCES/MUNICIPALITIES :	1	0.00	5.00	0.05
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN. :		0.00	10.00	0.10
LEAVE, PROFESSIONAL DEVELOP :		0.00	5.00	0.05
K. SERVICE TO OTHER MISSION PROGRAMS :		0.00	0.00	0.00
L. TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		0.00	100.00	1.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA :	1
FROM TERRIT :	1
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA :	17
FROM TERRIT :	27
NUMBER OF PEMD APPLICATIONS COMMENTED ON :	0
NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED :	0
-LOCALLY ENGAGED :	1