

19/05/95

Foreign Affairs and International Trade

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 3 OF FISCAL YEAR 1994

POST : BOGOTA

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	530	25.00	30.00	1.10
FROM TERRITORIES :	720	15.00	30.00	0.90
B.VISITS TO CLIENTS IN TERRITORY :	35	7.50	7.50	0.30
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	1	5.00	5.00	0.20
MISSIONS :	0	0.00	0.00	0.00
CONFERENCE SEMINARS :	0	0.00	0.00	0.00
OTHER :	0	0.00	0.00	0.00
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	0	0.00	0.00	0.00
POST INITIATED :	2	2.50	5.00	0.15
E.COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F.INVESTMENT ENQUIRIES				
FROM CANADA :	12	5.00	0.00	0.10
FROM TERRITORIES :	2	1.50	0.00	0.03
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 :	10	1.00	5.00	0.12
HOST GOVERNMENT :	10	2.50	7.50	0.20
OTHER DEPARTMENT :	15	5.00	2.50	0.15
PROVINCES/MUNICIPALITIES :	20	5.00	7.50	0.25
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		15.00	0.00	0.30
LEAVE, PROFESSIONAL DEVELOP :		0.00	0.00	0.00
K.SERVICE TO OTHER MISSION PROGRAMS :		10.00	0.00	0.20
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 :	3
FROM TERRIT :	15
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA :	50
FROM TERRIT :	70

NUMBER OF PEMD APPLICATIONS COMMENTED ON :	0
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NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED :	2
-LOCALLY ENGAGED :	2