

TRADE TRACKING SYSTEM

89/05/12

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 3 OF FISCAL YEAR 1988

REGION : UNITED STATES

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	8655	13.14	23.65	20.61
FROM TERRITORIES :	8106	9.89	16.98	15.01
B. VISITS TO CLIENTS IN TERRITORY :	1884	8.97	8.37	9.33
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	196	4.55	11.01	8.86
MISSIONS :	145	3.48	6.86	5.83
CONFERENCE SEMINARS :	97	3.12	1.52	2.40
OTHER :	274	2.76	7.24	5.72
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	197	2.00	1.75	2.01
POST INITIATED :	210	3.44	1.47	2.52
E. COMMUNICATIONS ACTIVITIES :	274	2.02	0.72	1.39
F. INVESTMENT ENQUIRIES FROM CANADA :	101	0.91	0.22	0.57
FROM TERRITORIES :	804	3.10	0.59	1.82
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	42	0.48	0.63	0.62
CONNECTIONS ARRANGED :	14	0.08	0.16	0.14
H. PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		7.08	3.78	5.64
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	166	0.46	0.47	0.51
HOST GOVERNMENT :	61	0.34	0.32	0.36
OTHER DEPARTMENT :	367	2.27	1.18	1.79
PROVINCES/MUNICIPALITIES :	808	2.46	2.47	2.67
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN. :		17.53	3.32	10.27
LEAVE, PROFESSIONAL DEVELOP :		5.46	6.50	6.54
K. SERVICE TO OTHER MISSION PROGRAMS :		6.34	0.67	3.39
***** TOTALS *****		99.88	99.88	108.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 2581
FROM TERRIT : 2684

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 363

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 47
- LOCALLY-ENGAGED : 61