

18/02/92

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 1 OF FISCAL YEAR 1991

POST : DETROIT

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	923	21.66	26.28	2.49
FROM TERRITORIES :	684	20.33	7.00	1.10
B.VISITS TO CLIENTS IN TERRITORY :	82	5.33	3.28	0.39
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	1	1.00	1.28	0.12
MISSIONS :	2	0.33	2.00	0.15
CONFERENCE SEMINARS :	6	0.33	1.42	0.11
OTHER :	2	0.66	2.00	0.16
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	2	1.00	0.00	0.03
POST INITIATED :	2	1.66	1.42	0.15
E.COMMUNICATIONS ACTIVITIES :	2	0.00	0.85	0.06
F.INVESTMENT ENQUIRIES				
FROM CANADA :	11	1.66	0.28	0.07
FROM TERRITORIES :	8	6.00	0.00	0.18
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	3	2.66	0.28	0.10
CONNECTIONS ARRANGED :	0	0.00	0.00	0.00
H.PARTICIP'T'N IN PROG-REL EVENTS OUTSIDE POST :		3.33	1.85	0.23
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	5	1.00	1.14	0.11
HOST GOVERNMENT :	9	0.33	0.42	0.04
OTHER DEPARTMENT :	4	0.33	0.14	0.02
PROVINCES/MUNICIPALITIES :	6	0.33	1.00	0.08
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		25.00	3.57	1.00
LEAVE, PROFESSIONAL DEVELOP :		3.33	2.85	0.30
K.SERVICE TO OTHER MISSION PROGRAMS :		0.33	0.00	0.01
L.TOURISM PROGRAM ACTIVITIES :		3.33	42.85	3.10
***** TOTALS *****		99.93	99.91	10.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA : 25

FROM TERRIT : 14

NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA : 180

FROM TERRIT : 155

NUMBER OF PEMD APPLICATIONS COMMENTED ON : 13

NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED : 3

-LOCALLY ENGAGED : 7