

TRADE TRACKING SYSTEM

90/01/23

WORKLOAD AND OFFICER SUMMARY  
ACTIVITY REPORT

FOR QUARTER 2 OF FISCAL YEAR 1989

WORLD TOTALS

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A.EXPORT/TRADE/POLICY ENQUIRIES				
FROM CANADA :	23704	14.94	24.32	73.18
FROM TERRITORIES :	27636	9.80	19.31	54.62
B.VISITS TO CLIENTS IN TERRITORY :	7132	9.91	10.90	38.23
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	296	2.72	6.98	18.38
MISSIONS :	338	4.18	6.04	18.99
CONFERENCE SEMINARS :	202	1.60	1.49	5.67
OTHER :	330	1.02	1.91	5.51
D.COMMERCIAL* ECONOMIC REPORTS				
HQ REQUESTED :	568	3.34	1.97	9.55
POST INITIATED :	945	4.51	3.25	14.05
E.COMMUNICATIONS ACTIVITIES :	446	1.21	0.72	3.49
F.INVESTMENT ENQUIRIES				
FROM CANADA :	743	1.88	0.91	4.98
FROM TERRITORIES :	1696	2.23	1.72	7.17
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	330	0.42	1.24	3.17
CONNECTIONS ARRANGED :	190	0.36	0.51	1.64
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		1.68	0.96	4.74
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	527	1.20	0.93	3.88
HOST GOVERNMENT :	713	1.49	1.02	4.53
OTHER DEPARTMENT :	1223	2.18	1.82	7.29
PROVINCES/MUNICIPALITIES :	849	2.23	1.35	6.44
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		11.42	2.45	24.14
LEAVE, PROFESSIONAL DEVELOP :		14.17	8.76	41.22
K.SERVICE TO OTHER MISSION PROGRAMS :		7.40	1.32	15.13
***** TOTALS *****		99.89	99.88	366.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 4477  
FROM TERRIT : 7431

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 753

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 169  
- LOCALLY-ENGAGED : 197