

TRADE TRACKING SYSTEM

91/03/25

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 3 OF FISCAL YEAR 1990

POST : LOS ANGELES

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	841	10.00	13.88	1.75
FROM TERRITORIES :	1106	14.00	19.44	2.45
B. VISITS TO CLIENTS IN TERRITORY :	202	8.00	8.33	1.15
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	16	8.00	11.11	1.40
MISSIONS :	6	4.00	5.55	0.70
CONFERENCE SEMINARS :	14	2.00	2.22	0.30
OTHER :	15	1.00	4.44	0.45
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	8	2.00	2.77	0.35
POST INITIATED :	37	4.00	2.77	0.45
E. COMMUNICATIONS ACTIVITIES :	35	4.00	4.44	0.60
F. INVESTMENT ENQUIRIES				
FROM CANADA :	15	4.00	2.22	0.40
FROM TERRITORIES :	113	10.00	8.88	1.30
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	12	6.00	1.11	0.40
CONNECTIONS ARRANGED :	2	1.00	1.66	0.20
H. PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		4.00	3.33	0.50
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	7	1.00	1.11	0.15
HOST GOVERNMENT :	14	1.00	0.55	0.10
OTHER DEPARTMENT :	4	1.00	0.55	0.10
PROVINCES/MUNICIPALITIES :	17	2.00	1.11	0.20
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		8.00	3.33	0.70
LEAVE, PROFESSIONAL DEVELOP :		0.40	0.55	0.07
K. SERVICE TO OTHER MISSION PROGRAMS :		4.60	0.55	0.28
L. TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		100.00	99.90	14.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 151
FROM TERRIT : 195

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 79

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 5
- LOCALLY-ENGAGED : 9