

02/06/92

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 3 OF FISCAL YEAR 1991

POST : DETROIT

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	1010	15.00	29.71	2.23
FROM TERRITORIES :	606	5.00	10.42	0.78
B. VISITS TO CLIENTS IN TERRITORY :	83	2.00	4.71	0.35
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	5	3.00	1.71	0.15
MISSIONS :	3	2.00	1.42	0.12
CONFERENCE SEMINARS :	3	5.00	1.28	0.14
OTHER :	4	0.00	0.71	0.05
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	4	5.00	1.14	0.13
POST INITIATED :	4	3.00	0.42	0.06
E. COMMUNICATIONS ACTIVITIES :	2	20.00	0.00	0.20
F. INVESTMENT ENQUIRIES				
FROM CANADA :	2	0.00	0.42	0.03
FROM TERRITORIES :	7	5.00	0.42	0.08
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	3	2.00	0.28	0.04
CONNECTIONS ARRANGED :	2	0.00	0.14	0.01
H. PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		0.00	0.00	0.00
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	0	0.00	0.00	0.00
HOST GOVERNMENT :	15	3.00	1.00	0.10
OTHER DEPARTMENT :	11	3.00	0.14	0.04
PROVINCES/MUNICIPALITIES :	14	2.00	1.28	0.11
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN. :		20.00	0.85	0.26
LEAVE, PROFESSIONAL DEVELOP :		0.00	1.00	0.07
K. SERVICE TO OTHER MISSION PROGRAMS :		5.00	0.00	0.05
L. TOURISM PROGRAM ACTIVITIES :		0.00	42.85	3.00
***** TOTALS *****		100.00	99.90	8.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA :	36
	FROM TERRIT :	19
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	189
	FROM TERRIT :	207
NUMBER OF PEMD APPLICATIONS COMMENTED ON :		5
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	1
	-LOCALLY ENGAGED :	7