

07/06/94

## Foreign Affairs and International Trade

TSRPT02E

## TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT  
FOR QUARTER 3 OF FISCAL YEAR 1993

POST : DETROIT

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	719	9.60	25.50	2.01
FROM TERRITORIES :	427	2.80	12.66	0.90
B. VISITS TO CLIENTS IN TERRITORY :	161	5.40	6.00	0.63
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	11	2.40	11.16	0.79
MISSIONS :	3	2.20	2.50	0.26
CONFERENCE SEMINARS :	14	8.60	6.00	0.79
OTHER :	6	1.60	3.66	0.30
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	6	3.00	0.00	0.15
POST INITIATED :	11	3.80	1.50	0.28
E. COMMUNICATIONS ACTIVITIES :	6	2.40	0.33	0.14
F. INVESTMENT ENQUIRIES				
FROM CANADA :	12	0.80	1.83	0.15
FROM TERRITORIES :	25	2.80	5.16	0.45
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	51	2.00	0.33	0.12
CONNECTIONS ARRANGED :	0	0.00	0.33	0.02
H. PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		0.80	1.33	0.12
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	2	2.00	0.00	0.10
HOST GOVERNMENT :	32	4.00	1.50	0.29
OTHER DEPARTMENT :	10	0.80	1.16	0.11
PROVINCES/MUNICIPALITIES :	15	2.00	1.33	0.18
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN. :		29.40	13.33	2.27
LEAVE, PROFESSIONAL DEVELOP :		8.40	3.50	0.63
K. SERVICE TO OTHER MISSION PROGRAMS :		3.20	0.50	0.19
L. TOURISM PROGRAM ACTIVITIES :		2.00	0.33	0.12
***** TOTALS *****		100.00	99.94	11.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA :	15
	FROM TERRIT :	34
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	69
	FROM TERRIT :	59
NUMBER OF PEMD APPLICATIONS COMMENTED ON	:	23
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	5
	-LOCALLY ENGAGED :	6