

24/08/95

Foreign Affairs and International Trade

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT  
FOR QUARTER 4 OF FISCAL YEAR 1994

POST : SEATTLE

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	460	14.00	17.62	1.69
FROM TERRITORIES :	293	18.50	6.62	0.90
B. VISITS TO CLIENTS IN TERRITORY :	79	14.00	2.62	0.49
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	8	2.50	1.62	0.18
MISSIONS :	5	0.00	8.00	0.64
CONFERENCE SEMINARS :	15	8.00	3.37	0.43
OTHER :	12	4.00	0.75	0.14
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	2	1.00	0.00	0.02
POST INITIATED :	5	3.50	0.62	0.12
E. COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F. INVESTMENT ENQUIRIES FROM CANADA :	3	1.00	0.12	0.03
FROM TERRITORIES :	7	0.50	0.50	0.05
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	0	0.00	0.00	0.00
CONNECTIONS ARRANGED :	0	0.00	0.00	0.00
H. PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		1.50	1.25	0.13
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	5	2.00	0.00	0.04
HOST GOVERNMENT :	7	3.00	0.12	0.07
OTHER DEPARTMENT :	11	2.50	0.00	0.05
PROVINCES/MUNICIPALITIES :	10	2.00	0.87	0.11
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		15.00	1.25	0.40
LEAVE, PROFESSIONAL DEVELOP :		7.00	4.62	0.51
K. SERVICE TO OTHER MISSION PROGRAMS :		0.00	0.00	0.00
L. TOURISM PROGRAM ACTIVITIES :		0.00	50.00	4.00
***** TOTALS *****		100.00	99.95	10.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA : 66

FROM TERRIT : 13

NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA : 198

FROM TERRIT : 140

NUMBER OF PEMD APPLICATIONS COMMENTED ON : 6

NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED : 2

-LOCALLY ENGAGED : 8