

TRADE TRACKING SYSTEM

88/11/09

WORKLOAD AND OFFICER SUMMARY  
ACTIVITY REPORT

FOR QUARTER 1 OF FISCAL YEAR 1988

POST : MEXICO

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	254	13.75	40.33	1.76
FROM TERRITORIES :	140	10.50	21.33	1.06
B.VISITS TO CLIENTS IN TERRITORY :	97	8.75	4.66	0.49
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	0	0.00	0.00	0.00
MISSIONS :	3	2.00	5.00	0.23
CONFERENCE SEMINARS :	0	0.00	0.00	0.00
OTHER :	6	4.75	1.66	0.24
D.COMMERCIAL / ECONOMIC REPORTS HQ REQUESTED :	45	3.00	2.33	0.19
POST INITIATED :	14	10.75	1.00	0.46
E.COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F.INVESTMENT ENQUIRIES				
FROM CANADA :	8	0.75	0.00	0.03
FROM TERRITORIES :	8	0.75	0.33	0.04
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	2	0.00	0.33	0.01
CONNECTIONS ARRANGED :	0	0.00	0.00	0.00
H.PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		0.25	10.66	0.33
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	0	0.00	0.00	0.00
HOST GOVERNMENT :	0	0.00	0.00	0.00
OTHER DEPARTMENT :	16	6.50	0.33	0.27
PROVINCES/MUNICIPALITIES :	10	2.75	0.00	0.11
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		13.50	2.66	0.62
LEAVE, PROFESSIONAL DEVELOP :		13.50	3.00	0.63
K.SERVICE TO OTHER MISSION PROGRAMS :		8.50	6.33	0.53
***** TOTALS *****		100.00	99.95	7.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 61  
FROM TERRIT : 236

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 2

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 4  
- LOCALLY-ENGAGED : 3