

23/07/91

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 4 OF FISCAL YEAR 1990

POST : DETROIT

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	976	25.66	17.33	1.81
FROM TERRITORIES :	710	21.66	6.00	1.01
B.VISITS TO CLIENTS IN TERRITORY :	103	6.00	4.16	0.43
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	3	1.00	2.33	0.17
MISSIONS :	4	0.66	3.00	0.20
CONFERENCE SEMINARS :	1	0.66	2.66	0.18
OTHER :	2	0.66	3.00	0.20
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	1	0.33	0.83	0.06
POST INITIATED :	4	0.66	0.83	0.07
E.COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F.INVESTMENT ENQUIRIES				
FROM CANADA :	17	1.66	0.66	0.09
FROM TERRITORIES :	26	6.66	0.33	0.22
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	3	0.00	0.50	0.03
CONNECTIONS ARRANGED :	0	0.00	0.00	0.00
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		5.00	3.33	0.35
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	2	0.33	0.16	0.02
HOST GOVERNMENT :	5	0.33	0.83	0.06
OTHER DEPARTMENT :	8	0.33	0.50	0.04
PROVINCES/MUNICIPALITIES :	6	0.33	2.00	0.13
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		24.33	1.16	0.80
LEAVE, PROFESSIONAL DEVELOP :		3.33	0.33	0.12
K.SERVICE TO OTHER MISSION PROGRAMS :		0.33	0.00	0.01
L.TOURISM PROGRAM ACTIVITIES :		0.00	50.00	3.00
***** TOTALS *****		99.92	99.94	9.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 229
FROM TERRIT : 198

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 15

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 3
- LOCALLY-ENGAGED : 6