

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

89/05/12

FOR QUARTER 3 OF FISCAL YEAR 1988

WORLD TOTALS

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	31245	15.97	24.95	87.67
FROM TERRITORIES :	29205	9.35	19.41	61.99
B. VISITS TO CLIENTS IN TERRITORY :	9557	10.45	9.91	43.12
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	425	3.79	5.68	20.29
MISSIONS :	529	5.71	5.84	24.53
CONFERENCE SEMINARS :	340	2.67	1.85	9.52
OTHER :	637	1.86	3.06	10.57
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	957	3.83	2.02	12.23
POST INITIATED :	1356	5.22	2.27	15.61
E. COMMUNICATIONS ACTIVITIES :	738	1.51	0.60	4.40
F. INVESTMENT ENQUIRIES				
FROM CANADA :	783	1.20	0.78	4.17
FROM TERRITORIES :	2593	2.82	1.76	9.62
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	509	0.49	1.65	4.66
CONNECTIONS ARRANGED :	347	0.42	0.60	2.19
H. PARTICIP'T'N IN PROG-REL EVENTS OUTSIDE POST :		4.54	3.31	16.54
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	579	0.81	0.72	3.27
HOST GOVERNMENT :	836	1.43	1.01	5.15
OTHER DEPARTMENT :	1793	3.41	2.47	12.38
PROVINCES/MUNICIPALITIES :	1886	2.50	2.14	9.82
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		11.67	3.12	30.52
LEAVE, PROFESSIONAL DEVELOP :		5.61	5.92	24.49
K. SERVICE TO OTHER MISSION PROGRAMS :		4.66	0.82	11.26
***** TOTALS *****		99.92	99.89	424.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 9835
FROM TERRIT : 11522

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 975

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 202
- LOCALLY-ENGAGED : 222