

18/02/92

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 1 OF FISCAL YEAR 1991

REGION: UNITED STATES

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	8228	13.80	22.61	21.64
FROM TERRITORIES :	7063	10.08	13.40	13.72
B. VISITS TO CLIENTS IN TERRITORY :	1750	8.97	7.08	8.97
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	143	6.70	10.94	10.48
MISSIONS :	70	2.93	6.59	5.80
CONFERENCE SEMINARS :	130	4.80	1.77	3.45
OTHER :	94	2.00	1.65	2.05
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	112	1.40	1.53	1.69
POST INITIATED :	227	2.87	2.59	3.09
E. COMMUNICATIONS ACTIVITIES :	88	1.76	0.95	1.47
F. INVESTMENT ENQUIRIES				
FROM CANADA :	338	1.97	0.47	1.25
FROM TERRITORIES :	471	3.78	1.16	2.56
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	93	0.74	0.80	0.89
CONNECTIONS ARRANGED :	196	0.85	0.49	0.73
H. PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		4.57	1.94	3.45
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	115	1.12	0.38	0.79
HOST GOVERNMENT :	143	1.63	0.47	1.09
OTHER DEPARTMENT :	262	1.65	1.56	1.83
PROVINCES/MUNICIPALITIES :	305	1.76	1.52	1.85
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		14.38	2.86	8.68
LEAVE, PROFESSIONAL DEVELOP :		3.72	3.92	4.38
K. SERVICE TO OTHER MISSION PROGRAMS :		2.51	0.28	1.37
L. TOURISM PROGRAM ACTIVITIES :		5.89	14.92	12.77
***** TOTALS *****		99.88	99.88	114.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA : 777
FROM TERRIT : 622
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA : 1781
FROM TERRIT : 1692
NUMBER OF PEMD APPLICATIONS COMMENTED ON : 471
NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED : 47
-LOCALLY ENGAGED : 67