

TRADE TRACKING SYSTEM

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

MISSION : LATIN AMERICA & CARIBBEAN

	NUMBER	1 OFFICER-TIME CANADA	LOC-EMP	TOTAL-TIME PERSON-CYR
EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	9379	19.57	30.53	50.10
<b><u>LATIN AMERICA &amp; CARIBBEAN</u></b>				
VISITS TO CLIENTS IN TERRITORY :	1993	12.15	10.68	22.83
EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	55	3.76	0.26	4.02
MISSIONS :	34	6.57	0.00	6.57
CONFERENCE SEMINARS :	74	2.38	1.00	3.38
OTHER :	31	0.92	0.43	1.35
<b><u>LGT</u></b>				
COMMERCIAL-ECONOMIC REPORTS TO CANADA :	103	0.11	1.04	1.15
POST INITIATED :	225	6.00	4.99	10.99
COMMUNICATIONS ACTIVITIES				
BOGOTA :	26	2.80	0.71	3.51
BRASILIA :				
BRIDGETOWN :	75	0.53	0.18	0.71
BUENOS AIRES :	51	0.34	0.28	0.62
CARACAS :				
GUATEMALA :	6	0.00	0.00	0.00
HAVANA :	0	0.00	0.00	0.00
KINGSTON :		0.50	1.25	1.75
LIMA :				
MEXICO :	136	1.85	0.75	2.60
SAN JOSE :	105	1.76	1.09	2.85
SANTIAGO :	158	1.73	1.53	3.26
SAO PAULO :	96	1.15	0.93	2.08
ADMINISTRATION; PROGRAM MANAGEMENT & ADMIN. :		10.94	3.18	14.12
LEAVE, PROFESSIONAL DEVELOP. :		8.19	3.50	11.69
SERVICE TO OTHER MISSION PROGRAMS :		1.46	0.84	2.30
TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		99.32	93.92	193.24

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA :	896
	FROM TERRIT :	2756
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	513
	FROM TERRIT :	877
NUMBER OF FUND APPLICATIONS COMMENTED ON :		108
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	26
	-LOCALLY EMPLOYED :	33