

29/06/92

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT  
FOR QUARTER 4 OF FISCAL YEAR 1991

POST : DETROIT

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	745	2.50	21.66	1.35
FROM TERRITORIES :	248	7.00	6.50	0.53
B.VISITS TO CLIENTS IN TERRITORY :	99	4.00	2.00	0.20
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	7	2.50	3.00	0.23
MISSIONS :	6	2.50	2.50	0.20
CONFERENCE SEMINARS :	10	2.50	1.50	0.14
OTHER :	6	12.50	0.00	0.25
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	4	0.50	0.33	0.03
POST INITIATED :	5	0.00	0.16	0.01
E.COMMUNICATIONS ACTIVITIES :	2	1.50	0.00	0.03
F.INVESTMENT ENQUIRIES				
FROM CANADA :	7	2.50	0.50	0.08
FROM TERRITORIES :	13	2.50	0.00	0.05
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	5	1.50	0.33	0.05
CONNECTIONS ARRANGED :	0	0.00	0.00	0.00
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		5.50	0.00	0.11
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	3	0.00	0.33	0.02
HOST GOVERNMENT :	13	2.50	0.33	0.07
OTHER DEPARTMENT :	6	0.00	0.16	0.01
PROVINCES/MUNICIPALITIES :	13	0.00	8.66	0.52
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		34.00	2.00	0.80
LEAVE, PROFESSIONAL DEVELOP :		11.50	0.00	0.23
K.SERVICE TO OTHER MISSION PROGRAMS :		4.50	0.00	0.09
L.TOURISM PROGRAM ACTIVITIES :		0.00	50.00	3.00
***** TOTALS *****		100.00	99.96	8.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA :	17
	FROM TERRIT :	2
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	337
	FROM TERRIT :	76
NUMBER OF PEMD APPLICATIONS COMMENTED ON :		7
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	2
	-LOCALLY ENGAGED :	6