

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 3 OF FISCAL YEAR 1992

POST : DETROIT

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	668	9.50	47.25	2.08
FROM TERRITORIES :	39	5.00	4.50	0.28
B.VISITS TO CLIENTS IN TERRITORY :	44	7.00	10.50	0.56
C.EXPORT/TRADE/POLICY FAIRS :	5	15.00	4.00	0.46
PROJECTS AND EVENTS MISSIONS :	2	0.00	10.00	0.40
CONFERENCE SEMINARS :	7	14.00	6.75	0.55
OTHER :	4	1.00	0.25	0.03
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	1	0.50	0.00	0.01
POST INITIATED :	2	1.00	0.00	0.02
E.COMMUNICATIONS ACTIVITIES :	1	0.50	0.00	0.01
F.INVESTMENT ENQUIRIES FROM CANADA :	8	1.50	0.00	0.03
FROM TERRITORIES :	12	3.50	0.00	0.07
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	4	3.00	0.50	0.08
CONNECTIONS ARRANGED :	3	0.00	0.00	0.00
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		2.50	0.00	0.05
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	0	0.00	0.00	0.00
HOST GOVERNMENT :	10	0.50	0.75	0.04
OTHER DEPARTMENT :	6	0.50	0.50	0.03
PROVINCES/MUNICIPALITIES :	7	1.00	0.50	0.04
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		31.50	5.00	0.83
LEAVE, PROFESSIONAL DEVELOP :		0.50	2.00	0.09
K.SERVICE TO OTHER MISSION PROGRAMS :		0.50	7.50	0.31
L.TOURISM PROGRAM ACTIVITIES :		1.50	0.00	0.03
***** TOTALS *****		100.00	100.00	6.00
NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA :		12		
FROM TERRIT :		4		
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA :		67		
FROM TERRIT :		30		
NUMBER OF PEMD APPLICATIONS COMMENTED ON :		4		
NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED :		2		
-LOCALLY ENGAGED :		4		