

TRADE TRACKING SYSTEM

90/10/03

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 1 OF FISCAL YEAR 1990

REGION : LATIN AMERICA & CARIBBEAN

LATIN AMERICA & CARIBBEAN

			OFFICER-TIME CANADA	LOCAL-TIME LOC-ON	TOTAL-TIME PERSON-TIME
A. REPORT/TRADE/POLICY ENQUIRIES	FROM CANADA :	1813	15.44	33.75	49.19
	FROM TERRITORIES :	5774	21.36	32.13	53.49
B. VISITS TO CLIENTS IN TERRITORY		1351	11.64	11.63	23.27
C. REPORT/TRADE/POLICY PROJECTS AND EVENTS	FAIRS :	23	4.16	4.34	8.50
	MISSIONS :	4	6.43	3.73	10.16
	CONFERENCE SEMINARS :	23	8.76	0.64	9.40
	OTHER :	6		2.10	2.10
D. COMMERCIAL/CONGINT/POST INITIATED		0		0.00	0.00
E. COMMUNICATIONS ACTIVITIES		3		0.73	0.73
F. INVESTMENT ENQUIRIES	FROM CANADA :	34	0.31	0.31	0.62
	FROM TERRITORIES :	29	1.20	1.06	2.26
G. TECHNOLOGY INFLOW PROGRAM ENQUIRIES	FROM CANADA :	10	0.08	0.08	0.16
	CONNECTIONS ARRANGED :	3	0.04	0.04	0.08
H. PARTICIPATION IN PROG-REL EVENTS OUTSIDE POST			0.36	1.26	1.62
I. SERVICE REQUESTS BY GOV'T SOURCES	RCO :	162	0.76	1.41	2.17
	HOST GOVERNMENT :	107	3.73	0.62	4.35
		27	1.71	3.73	5.44
		174	1.98	3.17	5.15
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.			23.60	3.40	27.00
	LEAVE, PROFESSIONAL DEVELOP :		0.44	8.13	8.57
K. SERVICE TO OTHER MISSION PROGRAMS			3.34	0.62	3.96
L. TOURISM PROGRAM ACTIVITIES			0.00	0.00	0.00
***** TOTALS *****			100.00	89.36	189.36

LCT

LST

BRIDGETOWN
GUATEMALA
HAVANA
KINGSTON
MEXICO
PORT OF SPAIN
SAN JOSE

BOGOTA
BRASILIA
BUENOS AIRES
CARACAS
*LIMA
SANTIAGO
SAO PAULO

* Quarterly reports for these posts were not available.

NUMBER OF BUSINESS VISITORS FROM CANADA : 674
FROM TERRIT : 1865

NUMBER OF PEND APPLICATIONS COMMENTED ON : 94

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 33
- LOCALLY-ENGAGED : 39