

09/09/92

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 1 OF FISCAL YEAR 1992

POST : CHICAGO

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	245	0.00	11.00	0.44
FROM TERRITORIES :	431	0.00	21.50	0.86
B. VISITS TO CLIENTS IN TERRITORY :	74	14.50	7.00	0.57
C. EXPORT/TRADE/POLICY FAIRS :	13	5.50	27.75	1.22
PROJECTS AND EVENTS MISSIONS :	1	1.50	4.00	0.19
CONFERENCE SEMINARS :	0	12.00	5.25	0.45
OTHER :	5	0.00	0.50	0.02
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	0	4.00	0.00	0.08
POST INITIATED :	1	3.00	1.50	0.12
E. COMMUNICATIONS ACTIVITIES :	46	1.50	6.00	0.27
F. INVESTMENT ENQUIRIES FROM CANADA :	3	0.50	0.25	0.02
FROM TERRITORIES :	52	26.00	0.25	0.53
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	0	0.00	0.00	0.00
CONNECTIONS ARRANGED :	0	0.00	0.00	0.00
H. PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		9.00	5.75	0.41
I. SERVICE REQUESTS FM GOV'T SOURCES NGO :	1	0.50	0.00	0.01
HOST GOVERNMENT :	0	0.00	0.00	0.00
OTHER DEPARTMENT :	8	1.00	1.50	0.08
PROVINCES/MUNICIPALITIES :	9	1.00	1.75	0.09
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		13.50	5.50	0.49
LEAVE, PROFESSIONAL DEVELOP :		1.50	0.50	0.05
K. SERVICE TO OTHER MISSION PROGRAMS :		0.00	0.00	0.00
L. TOURISM PROGRAM ACTIVITIES :		5.00	0.00	0.10
***** TOTALS *****		100.00	100.00	6.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA : 2

FROM TERRIT : 0

NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA : 328

FROM TERRIT : 17

NUMBER OF PEMD APPLICATIONS COMMENTED ON : 27

NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED : 2

-LOCALLY ENGAGED : 4