

21/02/95

## Foreign Affairs and International Trade

TSRPT02E

## TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT  
FOR QUARTER 2 OF FISCAL YEAR 1994

## WORLD TOTALS

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA	: 38694	15.29	23.83	87.77
FROM TERRITORIES	: 38442	9.98	17.33	61.82
B.VISITS TO CLIENTS IN TERRITORY	: 7222	9.37	8.17	37.45
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS	: 277	3.83	4.78	18.99
MISSIONS	: 281	5.60	6.00	25.23
CONFERENCE SEMINARS	: 300	2.87	2.30	10.97
OTHER	: 257	1.62	0.94	5.30
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED	: 457	2.72	2.57	11.38
POST INITIATED	: 737	4.47	3.14	15.95
E.COMMUNICATIONS ACTIVITIES	: 3353	1.93	1.16	6.41
F.INVESTMENT ENQUIRIES				
FROM CANADA	: 768	1.78	1.60	7.25
FROM TERRITORIES	: 888	0.85	2.04	6.72
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA	: 462	0.45	1.20	3.87
CONNECTIONS ARRANGED	: 267	0.22	0.75	2.33
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST	:	1.65	1.24	6.11
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO	: 1076	1.00	0.93	4.16
HOST GOVERNMENT	: 1050	1.70	1.21	6.11
OTHER DEPARTMENT	: 1249	2.25	1.71	8.36
PROVINCES/MUNICIPALITIES	: 1325	2.44	1.76	8.83
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.	:	12.58	2.74	29.38
LEAVE, PROFESSIONAL DEVELOP	:	11.61	7.31	39.26
K.SERVICE TO OTHER MISSION PROGRAMS	:	4.57	0.72	9.97
L.TOURISM PROGRAM ACTIVITIES	:	1.11	6.45	18.38
***** TOTALS *****		99.89	99.88	432.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA : 1356  
FROM TERRIT : 2038  
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA : 7289  
FROM TERRIT : 10505

NUMBER OF PEMD APPLICATIONS COMMENTED ON : 544

NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED : 178  
-LOCALLY ENGAGED : 254