

TRADE TRACKING SYSTEM

89/05/12

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT

FOR QUARTER 3 OF FISCAL YEAR 1988

POST : LONDON

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	561	8.40	25.16	2.35
FROM TERRITORIES :	1357	12.40	21.66	2.54
B.VISITS TO CLIENTS IN TERRITORY :	230	10.20	9.16	1.57
C.EXPORT/TRADE/POLICY FAIRS :	5	0.50	1.33	0.13
PROJECTS AND EVENTS MISSIONS :	13	4.20	3.33	0.62
CONFERENCE SEMINARS :	51	10.50	1.16	1.12
OTHER :	47	1.80	2.00	0.30
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	42	8.10	2.50	0.96
POST INITIATED :	108	11.60	2.66	1.32
E.COMMUNICATIONS ACTIVITIES :	5	1.70	1.00	0.23
F.INVESTMENT ENQUIRIES FROM CANADA :	25	1.10	0.16	0.12
FROM TERRITORIES :	98	6.50	0.83	0.70
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.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		2.60	3.66	0.48
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	36	0.90	1.33	0.17
HOST GOVERNMENT :	63	1.50	2.16	0.28
OTHER DEPARTMENT :	59	2.00	1.83	0.31
PROVINCES/MUNICIPALITIES :	78	1.60	3.83	0.39
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		4.70	8.33	0.97
LEAVE, PROFESSIONAL DEVELOP :		0.00	6.16	0.37
K.SERVICE TO OTHER MISSION PROGRAMS :		9.70	1.66	1.07
***** TOTALS *****		100.00	99.91	16.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 276
FROM TERRIT : 121

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 39

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 10
- LOCALLY-ENGAGED : 6