

04/03/94

Foreign Affairs and International Trade

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 2 OF FISCAL YEAR 1993

REGION : LATIN AMERICA & CARIBBEAN

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A. EXPORT/TRADE/POLICY ENQUIRIES	FROM CANADA : 5813	17.47	31.11	11.37
	FROM TERRITORIES : 6010	10.17	18.11	6.62
B. VISITS TO CLIENTS IN TERRITORY	: 1041	10.52	10.62	4.66
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS	FAIRS : 23	3.94	8.33	2.92
	MISSIONS : 33	8.58	4.00	2.54
	CONFERENCE SEMINARS : 29	2.29	2.55	1.08
	OTHER : 12	0.17	0.70	0.22
D. COMMERCIAL* ECONOMIC REPORTS	HQ REQUESTED : 53	3.05	1.77	1.00
	POST INITIATED : 93	4.52	4.96	2.11
E. COMMUNICATIONS ACTIVITIES	: 139	1.35	1.18	0.55
F. INVESTMENT ENQUIRIES	FROM CANADA : 95	2.64	1.66	0.90
	FROM TERRITORIES : 61	1.05	0.85	0.41
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA	: 2	0.05	0.11	0.04
	CONNECTIONS ARRANGED : 6	0.00	0.03	0.01
H. PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST	: 2.41	0.37		0.51
I. SERVICE REQUESTS FM GOV'T SOURCES	NGO : 35	0.52	0.85	0.32
	HOST GOVERNMENT : 36	1.41	1.62	0.68
	OTHER DEPARTMENT : 102	2.82	2.33	1.11
	PROVINCES/MUNICIPALITIES : 85	3.00	1.62	0.95
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		8.64	1.92	1.99
	LEAVE, PROFESSIONAL DEVELOP :	12.94	4.48	3.41
K. SERVICE TO OTHER MISSION PROGRAMS	: 2.35	0.74		0.60
L. TOURISM PROGRAM ACTIVITIES	: 0.00	0.00		0.00
***** TOTALS *****		99.89	99.91	44.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA :	75
	FROM TERRIT :	202
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	820
	FROM TERRIT :	1887
NUMBER OF PEMD APPLICATIONS COMMENTED ON	:	49
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	17
	-LOCALLY ENGAGED :	27