

02/12/92

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 2 OF FISCAL YEAR 1992

POST : SAN FRANCISCO

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	996	7.25	24.00	1.01
FROM TERRITORIES :	881	8.25	15.00	0.78
B. VISITS TO CLIENTS IN TERRITORY :	181	16.00	11.66	0.99
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	4	0.75	5.33	0.19
MISSIONS :	2	3.25	11.66	0.48
CONFERENCE SEMINARS :	4	4.50	1.66	0.23
OTHER :	13	2.75	1.66	0.16
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	3	1.25	0.00	0.05
POST INITIATED :	10	1.00	4.33	0.17
E. COMMUNICATIONS ACTIVITIES :	4	7.00	0.00	0.28
F. INVESTMENT ENQUIRIES				
FROM CANADA :	2	1.25	0.00	0.05
FROM TERRITORIES :	4	2.50	0.66	0.12
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 :		0.00	1.00	0.03
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	0	0.00	0.00	0.00
HOST GOVERNMENT :	5	1.25	0.00	0.05
OTHER DEPARTMENT :	8	5.50	5.00	0.37
PROVINCES/MUNICIPALITIES :	14	6.50	6.66	0.46
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN. :		12.50	3.66	0.61
LEAVE, PROFESSIONAL DEVELOP :		12.25	7.66	0.72
K. SERVICE TO OTHER MISSION PROGRAMS :		5.25	0.00	0.21
L. TOURISM PROGRAM ACTIVITIES :		1.00	0.00	0.04
***** TOTALS *****		100.00	99.94	7.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA : 28

FROM TERRIT : 11

NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA : 103

FROM TERRIT : 51

NUMBER OF PEMD APPLICATIONS COMMENTED ON : 27

NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED : 4

-LOCALLY ENGAGED : 3