

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY  
ACTIVITY REPORT

FOR QUARTER 2 OF FISCAL YEAR 1989

90/01/22

POST : CHICAGO

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	317	10.33	9.00	0.76
FROM TERRITORIES :	529	7.66	15.60	1.01
B.VISITS TO CLIENTS IN TERRITORY :	43	7.00	3.60	0.39
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	14	4.33	26.60	1.46
MISSIONS :	12	1.66	5.80	0.34
CONFERENCE SEMINARS :	16	0.00	0.00	0.00
OTHER :	0	0.00	3.60	0.18
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	1	0.00	0.40	0.02
POST INITIATED :	19	1.66	20.00	1.05
E.COMMUNICATIONS ACTIVITIES :	9	3.33	0.80	0.14
F.INVESTMENT ENQUIRIES				
FROM CANADA :	4	0.66	0.20	0.03
FROM TERRITORIES :	49	6.66	0.40	0.22
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 :		3.00	0.60	0.12
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	2	0.33	0.00	0.01
HOST GOVERNMENT :	19	0.00	1.00	0.05
OTHER DEPARTMENT :	11	0.33	0.40	0.03
PROVINCES/MUNICIPALITIES :	15	1.66	0.60	0.08
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		12.33	1.60	0.45
LEAVE, PROFESSIONAL DEVELOP :		17.00	6.40	0.83
K.SERVICE TO OTHER MISSION PROGRAMS :		22.00	3.40	0.83
***** TOTALS *****		99.94	100.00	8.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 97  
FROM TERRIT : 145

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 14

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 3  
- LOCALLY-ENGAGED : 5