

19/05/95

Foreign Affairs and International Trade

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 3 OF FISCAL YEAR 1994

REGION : UNITED STATES

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA	: 8328	12.78	22.55	19.52
FROM TERRITORIES	: 5934	10.15	15.06	13.65
B. VISITS TO CLIENTS IN TERRITORY	: 1450	9.50	6.67	7.95
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS	: 98	3.34	5.29	4.71
MISSIONS	: 70	2.31	7.12	5.51
CONFERENCE SEMINARS	: 184	5.60	4.07	4.78
OTHER	: 87	1.68	1.41	1.56
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED	: 39	1.55	0.64	1.01
POST INITIATED	: 150	3.65	2.43	2.97
E. COMMUNICATIONS ACTIVITIES	: 350	4.23	1.23	2.41
F. INVESTMENT ENQUIRIES				
FROM CANADA	: 232	1.73	1.53	1.66
FROM TERRITORIES	: 183	2.28	1.87	2.09
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA	: 101	1.07	0.46	0.71
CONNECTIONS ARRANGED	: 81	0.71	0.33	0.49
H. PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST	: 1.71	1.71	2.32	2.16
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO	: 107	1.68	0.50	0.97
HOST GOVERNMENT	: 136	1.50	0.83	1.11
OTHER DEPARTMENT	: 185	1.97	0.95	1.37
PROVINCES/MUNICIPALITIES	: 273	2.10	2.01	2.11
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.	: 19.92	19.92	2.96	9.50
LEAVE, PROFESSIONAL DEVELOP	: 5.71	5.71	5.23	5.57
K. SERVICE TO OTHER MISSION PROGRAMS	: 3.94	3.94	0.44	1.79
L. TOURISM PROGRAM ACTIVITIES	: 0.78	0.78	14.00	9.40
***** TOTALS *****		99.89	99.90	103.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA : 246
FROM TERRIT : 473
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA : 2162
FROM TERRIT : 1340

NUMBER OF PEMD APPLICATIONS COMMENTED ON : 237

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA BASED : 38
- LOCALLY ENGAGED : 65