

TRADE TRACKING SYSTEM

89/12/12

WORKLOAD AND OFFICER SUMMARY  
ACTIVITY REPORT

FOR QUARTER 1 OF FISCAL YEAR 1989

POST : LOS ANGELES

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	694	8.40	20.16	1.63
FROM TERRITORIES :	1091	6.40	19.00	1.46
B.VISITS TO CLIENTS IN TERRITORY :	234	14.00	19.83	1.89
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS :				
FAIRS :	38	6.60	15.00	1.23
MISSIONS :	7	9.00	4.50	0.72
CONFERENCE SEMINARS :	15	7.40	0.83	0.42
OTHER :	5	0.00	1.00	0.06
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	1	0.20	0.00	0.01
POST INITIATED :	36	5.00	3.50	0.46
E.COMMUNICATIONS ACTIVITIES :	6	0.80	0.00	0.04
F.INVESTMENT ENQUIRIES FROM CANADA :	14	2.60	0.66	0.17
FROM TERRITORIES :	422	7.40	0.66	0.41
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	6	0.00	0.33	0.02
CONNECTIONS ARRANGED :	3	0.00	0.16	0.01
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		8.00	0.83	0.45
I.SERVICE REQUESTS FM GOV'T SOURCES :				
NGO :	0	0.00	0.00	0.00
HOST GOVERNMENT :	17	1.20	1.50	0.15
OTHER DEPARTMENT :	11	1.00	0.00	0.05
PROVINCES/MUNICIPALITIES :	60	1.80	3.16	0.28
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		12.60	7.16	1.06
LEAVE, PROFESSIONAL DEVELOP :		2.60	1.00	0.19
K.SERVICE TO OTHER MISSION PROGRAMS :		5.00	0.66	0.29
***** TOTALS *****		100.00	99.94	11.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 302  
FROM TERRIT : 284

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 131

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 5  
- LOCALLY-ENGAGED : 6