

21/02/95

Foreign Affairs and International Trade

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 2 OF FISCAL YEAR 1994

POST : MEXICO

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	2918	17.85	24.28	2.95
FROM TERRITORIES :	1858	12.14	15.00	1.90
B.VISITS TO CLIENTS IN TERRITORY :	208	5.71	4.28	0.70
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	13	7.14	4.28	0.80
MISSIONS :	12	2.85	1.42	0.30
CONFERENCE SEMINARS :	10	1.42	1.42	0.20
OTHER :	5	2.14	1.42	0.25
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	9	1.42	0.71	0.15
POST INITIATED :	30	4.28	1.42	0.40
E.COMMUNICATIONS ACTIVITIES :	28	2.85	0.71	0.25
F.INVESTMENT ENQUIRIES				
FROM CANADA :	38	0.71	1.42	0.15
FROM TERRITORIES :	21	0.71	1.42	0.15
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	0	0.00	0.00	0.00
CONNECTIONS ARRANGED :	15	0.71	0.71	0.10
H.PARTICIP'T'N IN PROG-REL EVENTS OUTSIDE POST :		2.85	5.00	0.55
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	368	2.85	2.85	0.40
HOST GOVERNMENT :	118	1.42	2.14	0.25
OTHER DEPARTMENT :	171	2.14	2.85	0.35
PROVINCES/MUNICIPALITIES :	105	1.42	2.14	0.25
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		2.85	2.14	0.35
LEAVE, PROFESSIONAL DEVELOP :		12.85	21.42	2.40
K.SERVICE TO OTHER MISSION PROGRAMS :		8.57	1.42	0.70
L.TOURISM PROGRAM ACTIVITIES :		5.00	1.42	0.45
***** TOTALS *****		99.88	99.87	14.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA :	78
	FROM TERRIT :	131
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	755
	FROM TERRIT :	700

NUMBER OF PEMD APPLICATIONS COMMENTED ON :	31
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NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED :	7
-LOCALLY ENGAGED :	7