

22/08/94

Foreign Affairs and International Trade

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 4 OF FISCAL YEAR 1993

REGION : UNITED STATES

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	9024	11.58	21.34	18.26
FROM TERRITORIES :	6176	7.91	13.53	11.78
B.VISITS TO CLIENTS IN TERRITORY :	1449	9.50	7.07	8.09
C.EXPORT/TRADE/POLICY FAIRS :	186	2.91	7.89	6.26
PROJECTS AND EVENTS MISSIONS :	125	4.94	7.56	6.77
CONFERENCE SEMINARS :	176	5.44	2.34	3.51
OTHER :	139	2.05	3.03	2.74
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	53	1.38	1.22	1.31
POST INITIATED :	173	4.55	3.16	3.73
E.COMMUNICATIONS ACTIVITIES :	328	3.41	2.04	2.58
F.INVESTMENT ENQUIRIES FROM CANADA :	189	1.77	0.62	1.05
FROM TERRITORIES :	371	2.63	1.03	1.63
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	115	1.05	0.65	0.81
CONNECTIONS ARRANGED :	69	0.27	0.33	0.32
H.PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		2.77	1.36	1.90
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	101	0.69	0.31	0.46
HOST GOVERNMENT :	109	1.38	0.51	0.84
OTHER DEPARTMENT :	192	2.63	0.89	1.54
PROVINCES/MUNICIPALITIES :	275	1.80	1.92	1.92
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		17.19	4.22	8.98
LEAVE, PROFESSIONAL DEVELOP :		8.22	2.92	4.89
K.SERVICE TO OTHER MISSION PROGRAMS :		4.33	0.28	1.75
L.TOURISM PROGRAM ACTIVITIES :		1.47	15.68	10.88
***** TOTALS *****		99.87	99.90	102.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA :	526
	FROM TERRIT :	620
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	2510
	FROM TERRIT :	2480

NUMBER OF PEMD APPLICATIONS COMMENTED ON	:	355
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NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	36
	-LOCALLY ENGAGED :	66