

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 2 OF FISCAL YEAR 1989

WORLD TOTALS

	NUMBER	% OFFICER-TIME CANADA	% OFFICER-TIME LOC-ENG	% OFFICER-TIME PERSONNEL
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	25704	14.94	24.32	79.26
FROM TERRITORIES :	27636	9.80	18.31	24.82
B. VISITS TO CLIENTS IN TERRITORY :	7132	9.91	10.90	78.17
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS :	296	2.72	6.98	12.28
CONFERENCE SEMINARS :	338	6.18	8.04	15.39
OTHER :	202	1.80	1.49	6.47
	150	1.02	1.92	5.21
SECTION II				
SUMMARY OF PROGRAM				
D. COMMERCIAL* ECONOMIC REPORTS NO REQUESTED :	589	3.34	1.97	9.53
POST INITIATED :	945	4.81	3.23	14.03
RESULTS				
E. COMMUNICATIONS ACTIVITIES :	446	1.21	0.72	3.49
F. INVESTMENT ENQUIRIES FROM CANADA :	743	1.88	0.91	4.94
FROM TERRITORIES :	1634	3.23	1.23	7.17
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	330	0.42	1.24	3.17
CONNECTIONS ARRANGED :	196	0.36	0.51	1.64
H. PARTICIP'T'N IN PROG-BNL EVENTS OUTSIDE POST :		1.68	0.96	4.74
I. SERVICE REQUESTS FRM GOV'T SOURCES NGO :	527	1.20	0.93	3.82
HOST GOVERNMENT :	713	1.49	1.02	4.53
OTHER DEPARTMENT :	1223	2.38	1.82	7.92
PROVINCES/MUNICIPALITIES :	849	2.23	1.35	6.44
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN. :		11.47	2.45	24.18
LEAVE, PROFESSIONAL DEVELOP. :		14.17	8.76	41.23
K. SERVICE TO OTHER MISSION PROGRAMS :		7.40	1.32	15.11
***** TOTALS *****		96.89	59.88	100.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 4677
FROM TERRIT : 7411

NUMBER OF PEND APPLICATIONS COMMENTED ON: 758

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 169
- LOCALLY-EMPLOYED : 197