

18/02/92

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 1 OF FISCAL YEAR 1991

POST : LONDON

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	724	11.62	16.88	2.45
FROM TERRITORIES :	1368	10.75	19.77	2.64
B. VISITS TO CLIENTS IN TERRITORY :	168	10.50	4.22	1.22
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	13	1.62	3.00	0.40
MISSIONS :	23	5.25	0.88	0.50
CONFERENCE SEMINARS :	17	4.25	0.55	0.39
OTHER :	11	6.12	0.44	0.53
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	65	4.87	0.44	0.43
POST INITIATED :	123	8.50	0.11	0.69
E. COMMUNICATIONS ACTIVITIES :	7	0.87	0.44	0.11
F. INVESTMENT ENQUIRIES FROM CANADA :	47	1.37	0.11	0.12
FROM TERRITORIES :	78	2.25	0.00	0.18
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	30	0.00	0.00	0.00
CONNECTIONS ARRANGED :	0	0.00	0.00	0.00
H. PARTICIP'T'N IN PROG-REL EVENTS OUTSIDE POST :		2.50	0.77	0.27
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	122	1.25	0.22	0.12
HOST GOVERNMENT :	94	1.75	0.22	0.16
OTHER DEPARTMENT :	110	2.75	0.55	0.27
PROVINCES/MUNICIPALITIES :	146	3.50	1.33	0.40
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		3.12	3.77	0.59
LEAVE, PROFESSIONAL DEVELOP :		3.75	1.77	0.46
K. SERVICE TO OTHER MISSION PROGRAMS :		0.87	0.00	0.07
L. TOURISM PROGRAM ACTIVITIES :		12.50	44.44	5.00
***** TOTALS *****		99.96	99.91	17.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA :	44
	FROM TERRIT :	28
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	179
	FROM TERRIT :	116
NUMBER OF PEMD APPLICATIONS COMMENTED ON :		71
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	8
	-LOCALLY ENGAGED :	9