

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 3 OF FISCAL YEAR 1993

LATIN AMERICA & CARIBBEAN

REGION		NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES	FROM CANADA :	6704	19.76	19.39	19.74
	FROM TERRITORIES :	7413	19.28	19.45	8.60
B. VISITS TO CLIENTS IN TERRITORY		1323	8.09	8.41	8.51
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS					
	MISSIONS :	28	9.36	9.94	4.43
	CONFERENCE SEMINARS :	47	7.93	4.41	3.75
		48	2.28	2.74	1.67
		63	1.04	1.06	0.38
D. COMMERCIAL & ECONOMIC REPORTS	NO REPOST	61	2.85	1.82	1.01
	POST		8.89	3.93	2.45
E. COMMUNICATIONS ACTIVITIES			2.12	1.04	0.72
F. INVESTMENT ENQUIRIES	FROM CANADA	13	1.40	0.19	0.42
	FROM TERRITORIES	2	0.00	0.41	0.15
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FR CONNECTIONS		4	0.30	0.00	0.05
H. PARTICIPATION IN PROG-REL EVENTS OUTSIDE			0.48	0.34	0.37
I. SERVICE REQUESTS FR GOV'T SOURCES		68	0.76	0.90	0.43
	HOST COUNTRIES	114	2.72	1.19	0.28
	OTHER PROVINCES/TERRITORIES	123	3.52	1.87	1.46
		181	2.80	1.33	0.93
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN			7.34	2.12	1.63
	LEAVE, PROFESSIONAL DEVELOP		10.96	9.67	6.74
K. SERVICE TO OTHER MISSION PROGRAMS			0.13	0.74	1.76
L. TOURISM PROGRAM ACTIVITIES			0.08	0.00	0.02
**** TOTALS ****			100.00	96.87	56.00

- LGT**
- BOGOTA
- BRASILIA
- *BRIDGETOWN
- BUENOS AIRES
- CARACAS
- GUATEMALA
- HAVANA
- KINGSTON
- LIMA
- MEXICO
- PORT OF SPAIN
- SAN JOSE
- SANTIAGO
- SAO PAULO

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA : 296
 FROM TERRIT : 628
 * Quarterly reports for these posts were not available.
 FROM CANADA : 2115
 FROM TERRIT : 4102

NUMBER OF BEND APPLICATIONS COMMENTED ON : 97
 NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED : 25
 -LOCALLY EMPLOYED : 31