

25/05/92

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 2 OF FISCAL YEAR 1991

POST : LOS ANGELES

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	689	11.66	14.28	1.35
FROM TERRITORIES :	804	11.66	14.28	1.35
B.VISITS TO CLIENTS IN TERRITORY :	153	3.33	14.28	1.10
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	10	1.66	7.14	0.55
MISSIONS :	2	0.00	6.42	0.45
CONFERENCE SEMINARS :	7	1.66	2.85	0.25
OTHER :	5	1.66	2.85	0.25
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	6	3.33	2.85	0.30
POST INITIATED :	32	3.33	4.28	0.40
E.COMMUNICATIONS ACTIVITIES :	5	3.33	2.14	0.25
F.INVESTMENT ENQUIRIES				
FROM CANADA :	9	13.33	7.14	0.90
FROM TERRITORIES :	67	13.33	7.14	0.90
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	6	3.33	3.57	0.35
CONNECTIONS ARRANGED :	1	1.66	0.00	0.05
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		0.00	2.85	0.20
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	3	1.66	0.00	0.05
HOST GOVERNMENT :	49	3.33	2.85	0.30
OTHER DEPARTMENT :	3	1.66	0.00	0.05
PROVINCES/MUNICIPALITIES :	16	3.33	2.14	0.25
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		13.33	2.85	0.60
LEAVE, PROFESSIONAL DEVELOP :		0.00	0.00	0.00
K.SERVICE TO OTHER MISSION PROGRAMS :		3.33	0.00	0.10
L.TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		99.91	99.91	10.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA :	27
	FROM TERRIT :	15
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	12
	FROM TERRIT :	9
NUMBER OF PEMD APPLICATIONS COMMENTED ON	:	47
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	3
	-LOCALLY ENGAGED :	7