

TRADE TRACKING SYSTEM

88/11/09

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 1 OF FISCAL YEAR 1988

WORLD TOTALS

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA	: 31031	16.90	26.54	90.00
FROM TERRITORIES	: 30193	9.40	19.49	59.81
B.VISITS TO CLIENTS IN TERRITORY	: 9079	10.27	10.80	43.72
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS	: 345	3.66	5.26	18.51
MISSIONS	: 502	5.83	5.38	23.27
CONFERENCE SEMINARS	: 183	1.60	1.19	5.81
OTHER	: 796	3.90	2.12	12.52
D.COMMERCIAL / ECONOMIC REPORTS HQ REQUESTED	: 960	3.20	1.81	10.42
POST INITIATED	: 1325	5.14	2.90	16.73
E.COMMUNICATIONS ACTIVITIES	: 386	1.15	0.55	3.55
F.INVESTMENT ENQUIRIES				
FROM CANADA	: 1160	1.53	0.77	4.81
FROM TERRITORIES	: 3204	3.15	2.36	11.46
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA	: 492	0.66	1.16	3.79
CONNECTIONS ARRANGED	: 290	0.40	0.72	2.33
H.PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST	:	2.33	1.78	8.54
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO	: 259	0.66	0.61	2.64
HOST GOVERNMENT	: 1015	1.82	1.13	6.15
OTHER DEPARTMENT	: 3475	4.99	2.70	15.99
PROVINCES/MUNICIPALITIES	: 1241	2.61	1.88	9.34
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.	:	9.43	2.93	25.77
LEAVE, PROFESSIONAL DEVELOP	:	7.15	6.30	27.93
K.SERVICE TO OTHER MISSION PROGRAMS	:	4.10	1.53	11.75
***** TOTALS *****		99.88	99.91	414.84

NUMBER OF BUSINESS VISITORS FROM CANADA : 9042
FROM TERRIT : 11186

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 780

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 209
- LOCALLY-ENGAGED : 206