

20/04/93

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 3 OF FISCAL YEAR 1992

POST : MEXICO

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	1645	18.40	18.00	1.82
FROM TERRITORIES :	1529	9.00	14.00	1.15
B. VISITS TO CLIENTS IN TERRITORY :	178	4.00	4.00	0.40
C. EXPORT/TRADE/POLICY FAIRS :	3	6.00	9.00	0.75
PROJECTS AND EVENTS MISSIONS :	2	12.00	6.00	0.90
CONFERENCE SEMINARS :	23	7.00	4.00	0.55
OTHER :	8	2.00	2.00	0.20
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	4	0.40	0.60	0.05
POST INITIATED :	50	3.00	0.80	0.19
E. COMMUNICATIONS ACTIVITIES :	44	5.00	1.60	0.33
F. INVESTMENT ENQUIRIES FROM CANADA :	32	0.60	0.60	0.06
FROM TERRITORIES :	2	0.40	1.00	0.07
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	2	0.20	0.00	0.01
CONNECTIONS ARRANGED :	0	0.00	0.00	0.00
H. PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		0.00	0.00	0.00
I. SERVICE REQUESTS FM GOV'T SOURCES NGO :	89	4.00	2.00	0.30
HOST GOVERNMENT :	36	1.00	1.00	0.10
OTHER DEPARTMENT :	98	3.00	1.40	0.22
PROVINCES/MUNICIPALITIES :	49	3.00	2.00	0.25
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		6.00	11.00	0.85
LEAVE, PROFESSIONAL DEVELOP :		15.00	18.00	1.65
K. SERVICE TO OTHER MISSION PROGRAMS :		0.00	0.00	0.00
L. TOURISM PROGRAM ACTIVITIES :		0.00	3.00	0.15
***** TOTALS *****		100.00	100.00	10.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA : 103

FROM TERRIT : 104

NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA : 896

FROM TERRIT : 1384

NUMBER OF PEMD APPLICATIONS COMMENTED ON : 17

NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED : 5

-LOCALLY ENGAGED : 5