

24/08/95

## Foreign Affairs and International Trade

TSRPT02E

## TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT  
FOR QUARTER 4 OF FISCAL YEAR 1994

REGION : UNITED STATES

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA	: 8654	10.83	21.60	18.27
FROM TERRITORIES	: 6164	10.56	13.37	12.74
B.VISITS TO CLIENTS IN TERRITORY	: 1298	9.97	7.00	8.31
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS FAIRS	: 99	2.32	5.24	4.32
MISSIONS	: 95	1.72	8.28	6.11
CONFERENCE SEMINARS	: 169	6.29	5.71	6.10
OTHER	: 117	2.64	0.89	1.57
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED	: 62	1.21	0.95	1.08
POST INITIATED	: 142	3.51	2.42	2.90
E.COMMUNICATIONS ACTIVITIES	: 847	3.24	2.00	2.52
F.INVESTMENT ENQUIRIES FROM CANADA	: 288	2.86	0.80	1.59
FROM TERRITORIES	: 266	2.18	1.90	2.07
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA	: 113	0.97	0.39	0.62
CONNECTIONS ARRANGED	: 97	0.75	0.21	0.42
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST	: 2.81	2.50	2.69	
I.SERVICE REQUESTS FM GOV'T SOURCES NGO	: 218	2.13	0.80	1.32
HOST GOVERNMENT	: 122	1.43	0.48	0.85
OTHER DEPARTMENT	: 219	2.35	0.78	1.39
PROVINCES/MUNICIPALITIES	: 253	2.37	1.68	1.99
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.	: 19.91	2.69	9.15	
LEAVE, PROFESSIONAL DEVELOP	: 5.29	3.74	4.43	
K.SERVICE TO OTHER MISSION PROGRAMS	: 3.59	1.30	2.19	
L.TOURISM PROGRAM ACTIVITIES	: 0.94	15.18	10.37	
***** TOTALS *****		99.87	99.91	103.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA : 376

FROM TERRIT : 324

NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA : 1896

FROM TERRIT : 2149

NUMBER OF PEMD APPLICATIONS COMMENTED ON : 183

NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED : 37

-LOCALLY ENGAGED : 66