

TRADE TRACKING SYSTEM

89/10/05

WORKLOAD AND OFFICER SUMMARY  
ACTIVITY REPORT

FOR QUARTER 4 OF FISCAL YEAR 1988

POST : CHICAGO

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	124	8.33	4.66	0.39
FROM TERRITORIES :	407	12.33	15.00	0.82
B.VISITS TO CLIENTS IN TERRITORY :	53	5.66	2.66	0.25
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS FAIRS :	9	0.33	44.00	1.33
MISSIONS :	7	9.66	9.33	0.57
CONFERENCE SEMINARS :	5	1.00	0.66	0.05
OTHER :	8	0.33	1.33	0.05
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	0	0.00	0.00	0.00
POST INITIATED :	8	5.00	0.00	0.15
E.COMMUNICATIONS ACTIVITIES :	11	1.33	3.33	0.14
F.INVESTMENT ENQUIRIES FROM CANADA :	2	0.33	0.00	0.01
FROM TERRITORIES :	13	9.33	0.33	0.29
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	0	0.00	0.00	0.00
CONNECTIONS ARRANGED :	0	0.00	0.00	0.00
H.PARTICIP'T'N IN PROG-REL EVENTS OUTSIDE POST :		0.00	3.33	0.10
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	0	0.00	0.00	0.00
HOST GOVERNMENT :	0	0.00	0.00	0.00
OTHER DEPARTMENT :	0	0.00	0.00	0.00
PROVINCES/MUNICIPALITIES :	12	0.33	1.00	0.04
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		10.33	5.33	0.47
LEAVE, PROFESSIONAL DEVELOP :		26.66	9.00	1.07
K.SERVICE TO OTHER MISSION PROGRAMS :		9.00	0.00	0.27
***** TOTALS *****		99.95	99.96	6.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 123  
FROM TERRIT : 364

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 9

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 3  
- LOCALLY-ENGAGED : 3