

07/05/94

Foreign Affairs and International Trade

TSRPT02E

TRACE TRACKING SYSTEM

WORKLOAD AND OFFICER EMPLOYMENT ACTIVITY REPORT
(FOR QUARTER 3 OF FISCAL YEAR 1993)

REGION : LATIN AMERICA & CARIBBEAN

LATIN AMERICA & CARIBBEAN

			% OFFICER TIME	TOTAL TIME
			CANADA 100	PER PERSON-100
A. EMP. BY/TRADE/POLICY ENQUIRIES	FROM CANADA :	5148	18.08	33.77
	FROM TERRITORIES :	7510	11.04	13.77
B. VISITS TO CLIENTS IN TERRITORIES		1351	5.52	10.32
C. SYMPOSA/TRADE/POLICY PROJECTS AND EVENTS				
	CONFERENCE :	30	4.16	5.22
	WORKSHOP :	47	5.08	5.81
	CONFERENCE :	12	2.37	2.80
	WORKSHOP :	25	2.76	3.22
D. COMMERCIAL/ ECONOMIC REPORTS				
	BOGOTA :	62	3.75	1.43
	BRASILIA :	147	1.83	2.85
	BUENOS AIRES :			
	CARACAS :			
	* GUATEMALA :	142	2.56	0.81
	HAVANA :	217	2.96	1.37
	KINGSTON :	107	1.37	0.83
	LIMA :			
	MEXICO :	72	0.50	0.65
	PORT OF SPAIN :	14	0.41	0.16
	SAN JOSE :			
	SANTIAGO :			
	SAO PAULO :	55	1.58	0.43
	OTHER DEPARTMENT :	53	2.00	0.87
	PROVINCE/MUNICIPALITY :	168	4.23	1.43
	PROVINCE/MUNICIPALITY :	163	3.68	1.19
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN				
	LEAVE, PROFESSIONAL DEVELOP		7.35	2.35
			5.95	3.12
K. SERVICE TO OTHER MISSION PROGRAMS			3.54	0.51
L. TOURISM PROGRAM ACTIVITIES			0.50	1.06
***** TOTALS *****			39.91	59.90

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA : 240
 FROM TERRITORY : 370
 NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA : 2058
 FROM TERRITORY : 2415

NUMBER OF PEND APPLICATIONS COMMENTED ON : 101

NUMBER * Quarterly reports for these posts were not available.
 FULLY ENGAGED : 32