

17/11/94

## Foreign Affairs and International Trade

TSRPT02E

## TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT  
FOR QUARTER 1 OF FISCAL YEAR 1994

POST : LOS ANGELES

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	908	10.00	16.57	1.36
FROM TERRITORIES :	1024	8.00	14.14	1.15
B.VISITS TO CLIENTS IN TERRITORY :	212	7.50	11.57	0.96
C.EXPORT/TRADE/POLICY FAIRS :	10	0.00	7.57	0.53
PROJECTS AND EVENTS MISSIONS :	5	0.00	6.85	0.48
CONFERENCE SEMINARS :	23	4.00	5.71	0.48
OTHER :	23	2.50	1.14	0.13
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	9	1.50	1.28	0.12
POST INITIATED :	30	4.50	4.57	0.41
E.COMMUNICATIONS ACTIVITIES :	7	5.00	0.00	0.10
F.INVESTMENT ENQUIRIES FROM CANADA :	9	0.00	2.57	0.18
FROM TERRITORIES :	31	5.00	3.42	0.34
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	2	0.00	0.57	0.04
CONNECTIONS ARRANGED :	0	0.00	0.00	0.00
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		5.00	2.14	0.25
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	8	1.00	0.28	0.04
HOST GOVERNMENT :	8	1.00	0.42	0.05
OTHER DEPARTMENT :	9	2.50	0.57	0.09
PROVINCES/MUNICIPALITIES :	19	1.50	4.42	0.34
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		22.50	13.28	1.38
LEAVE, PROFESSIONAL DEVELOP :		7.50	2.85	0.35
K.SERVICE TO OTHER MISSION PROGRAMS :		8.50	0.00	0.17
L.TOURISM PROGRAM ACTIVITIES :		2.50	0.00	0.05
***** TOTALS *****		100.00	99.92	9.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA :	75
FROM TERRIT :	87
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA :	52
FROM TERRIT :	33
NUMBER OF PEMD APPLICATIONS COMMENTED ON :	57
NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED :	2
-LOCALLY ENGAGED :	7