

TRADE TRACKING SYSTEM

89/10/05

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 4 OF FISCAL YEAR 1988

WORLD TOTALS

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	35121	15.99	26.14	94.09
FROM TERRITORIES :	33957	9.75	19.04	64.57
B. VISITS TO CLIENTS IN TERRITORY :	10297	10.24	10.40	45.55
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	408	3.76	6.86	23.80
MISSIONS :	569	7.00	6.76	30.34
CONFERENCE SEMINARS :	362	3.24	1.73	10.80
OTHER :	733	1.91	2.31	9.39
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	963	3.67	2.16	12.71
POST INITIATED :	1472	4.56	2.13	14.50
E. COMMUNICATIONS ACTIVITIES :	683	2.01	1.22	7.06
F. INVESTMENT ENQUIRIES				
FROM CANADA :	868	1.42	0.92	5.12
FROM TERRITORIES :	2959	2.91	1.71	10.09
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	767	0.45	1.23	3.81
CONNECTIONS ARRANGED :	301	0.38	0.66	2.34
H. PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		3.17	1.65	10.48
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	699	0.98	0.75	3.80
HOST GOVERNMENT :	935	1.47	1.03	5.48
OTHER DEPARTMENT :	2129	3.44	2.74	13.58
PROVINCES/MUNICIPALITIES :	1839	2.57	2.09	10.25
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		10.18	3.29	28.92
LEAVE, PROFESSIONAL DEVELOP :		6.00	4.35	22.65
K. SERVICE TO OTHER MISSION PROGRAMS :		4.79	0.70	11.67
***** TOTALS *****		99.89	99.87	441.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 9571
FROM TERRIT : 14895

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 1075

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 209
- LOCALLY-ENGAGED : 232