

21/02/95

Foreign Affairs and International Trade

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 2 OF FISCAL YEAR 1994

POST : CHICAGO

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A.EXPORT/TRADE/POLICY ENQUIRIES	751	0.50	19.83	1.20
FROM CANADA :				
FROM TERRITORIES :	1127	2.00	22.16	1.37
B.VISITS TO CLIENTS IN TERRITORY :	167	6.00	8.00	0.60
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	15	2.00	7.83	0.51
MISSIONS :	1	0.00	0.66	0.04
CONFERENCE SEMINARS :	11	1.50	2.33	0.17
OTHER :	20	2.00	2.66	0.20
D.COMMERCIAL* ECONOMIC REPORTS				
HQ REQUESTED :	2	3.00	0.16	0.07
POST INITIATED :	8	0.00	2.33	0.14
E.COMMUNICATIONS ACTIVITIES :	41	3.50	4.66	0.35
F.INVESTMENT ENQUIRIES				
FROM CANADA :	57	0.50	3.16	0.20
FROM TERRITORIES :	75	3.00	5.16	0.37
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	5	0.00	0.66	0.04
CONNECTIONS ARRANGED :	0	0.00	0.00	0.00
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		0.00	3.33	0.20
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	13	0.00	1.16	0.07
HOST GOVERNMENT :	3	1.50	0.16	0.04
OTHER DEPARTMENT :	8	0.00	1.66	0.10
PROVINCES/MUNICIPALITIES :	42	2.50	4.00	0.29
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		28.50	6.16	0.94
LEAVE, PROFESSIONAL DEVELOP :		28.50	3.16	0.76
K.SERVICE TO OTHER MISSION PROGRAMS :		13.50	0.66	0.31
L.TOURISM PROGRAM ACTIVITIES :		1.50	0.00	0.03
***** TOTALS *****		100.00	99.89	8.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA :	12
	FROM TERRIT :	0
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	223
	FROM TERRIT :	129
NUMBER OF PEMD APPLICATIONS COMMENTED ON :		23
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	2
	-LOCALLY ENGAGED :	6