

19/05/95

Foreign Affairs and International Trade

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 3 OF FISCAL YEAR 1994

POST : DETROIT

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
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A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA	: 974	11.60	30.00	2.08
FROM TERRITORIES	: 743	9.20	16.40	1.28
B.VISITS TO CLIENTS IN TERRITORY	: 98	12.00	7.20	0.96
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS	: 8	1.60	9.80	0.57
MISSIONS	: 5	1.60	7.20	0.44
CONFERENCE SEMINARS	: 7	2.80	3.60	0.32
OTHER	: 5	5.00	0.60	0.28
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED	: 1	2.20	0.00	0.11
POST INITIATED	: 7	2.40	0.40	0.14
E.COMMUNICATIONS ACTIVITIES	: 0	1.00	0.00	0.05
F.INVESTMENT ENQUIRIES				
FROM CANADA	: 26	0.80	2.60	0.17
FROM TERRITORIES	: 37	1.60	3.20	0.24
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA	: 18	2.40	0.00	0.12
CONNECTIONS ARRANGED	: 33	3.00	0.00	0.15
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST	: 0	2.80	0.00	0.14
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO	: 8	0.00	2.60	0.13
HOST GOVERNMENT	: 37	1.00	2.40	0.17
OTHER DEPARTMENT	: 20	1.20	0.80	0.10
PROVINCES/MUNICIPALITIES	: 17	1.80	0.80	0.13
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.	: 0	28.40	11.60	2.00
LEAVE, PROFESSIONAL DEVELOP	: 0	3.80	0.80	0.23
K.SERVICE TO OTHER MISSION PROGRAMS	: 0	1.80	0.00	0.09
L.TOURISM PROGRAM ACTIVITIES	: 0	2.00	0.00	0.10
***** TOTALS *****		100.00	100.00	10.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA : 23

FROM TERRIT : 22

NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA : 49

FROM TERRIT : 35

NUMBER OF PEMD APPLICATIONS COMMENTED ON : 9

NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED : 5

-LOCALLY ENGAGED : 5