

3/02/75

Foreign Affairs and International Trade

887912

TRADE TRACKING SYSTEM

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

WORLD TOTALS

	NUMBER	* OFFICER-TIME CANADA	LOC-ESS	TOTAL-TIME PERSON-TIME
IMPORT/TRADE/POLICY INQUIRIES FROM CANADA	38694	15.25	23.83	87.77
FROM TERRITORIES	36442	9.98	17.33	61.82
WAITS TO CLIENTS IN TERRITORY	7272	8.37	8.17	37.48
REPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS	277	3.83	4.78	18.99
MISSIONS	281	5.60	6.08	25.23
CONFERENCE SEMINARS	300	2.87	2.38	10.97
OTHER	251	2.82	3.94	5.84
CONFIDENTIAL ECONOMIC REPORTS REQUESTED	497	3.72	3.97	11.38
COMMUNICATIONS ACTIVITIES	9333	1.93	2.16	6.41

SECTION II

INVESTMENT INQUIRIES	768	1.78	1.60	7.25
FROM TERRITORIES	485	0.85	2.04	5.72
TECHNOLOGY INFLOW PROGRAM	152	0.15	1.30	3.87
FROM TERRITORIES	157	0.22	0.75	2.32

SUMMARY OF PROGRAM

PARTICIPATION IN PROG-REL EVENTS OUTSIDE DISTRICT		2.65	1.34	6.11
SERVICE REQUESTS IN GOV'T DEPT'S				
ALSO	1074	1.00	3.83	4.15
HOST GOVERNMENT	1030	1.70	1.21	6.13
OTHER DEPARTMENT	1342	7.25	1.71	8.36
PROVINCE/TERRITORY	1287	2.44	1.76	8.83

RESULTS

ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.		12.58	2.74	39.38
LEAVE, PROFESSIONAL DEVELOP.		11.61	7.31	39.26
SERVICES TO OTHER MISSION PROGRAMS		4.67	0.72	9.97
MISSION PROGRAM ACTIVITIES		1.11	6.45	18.38
TOTALS		99.89	55.89	332.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA	1386
	FROM TERRIT	2038
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA	7289
	FROM TERRIT	13403

NUMBER OF FIRM APPLICATIONS COMMENTED ON : 544

NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED : 178
-LOCALLY ENGAGED : 254