

09/09/92

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 1 OF FISCAL YEAR 1992

WORLD TOTALS

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES	FROM CANADA : 32103	16.04	24.84	85.94
	FROM TERRITORIES : 33200	9.87	18.19	59.55
B.VISITS TO CLIENTS IN TERRITORY	: 8303	9.81	9.59	39.74
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS	FAIRS : 314	2.99	6.48	20.26
	MISSIONS : 361	7.13	5.75	26.10
	CONFERENCE SEMINARS : 353	3.71	2.55	12.58
	OTHER : 498	1.38	1.18	5.21
D.COMMERCIAL* ECONOMIC REPORTS	HQ REQUESTED : 625	3.36	1.61	9.78
	POST INITIATED : 1148	4.92	2.65	15.00
E.COMMUNICATIONS ACTIVITIES	: 446	1.97	0.65	5.07
F.INVESTMENT ENQUIRIES	FROM CANADA : 813	1.66	0.98	5.28
	FROM TERRITORIES : 1451	1.99	1.45	6.95
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA	: 330	0.33	1.07	3.08
	CONNECTIONS ARRANGED : 259	0.07	0.63	1.59
H.PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST	:	2.19	1.79	8.10
I.SERVICE REQUESTS FM GOV'T SOURCES	NGO : 677	1.00	0.82	3.69
	HOST GOVERNMENT : 940	1.79	1.13	5.85
	OTHER DEPARTMENT : 1290	3.28	1.62	9.66
	PROVINCES/MUNICIPALITIES : 1177	2.51	2.00	9.14
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		9.10	2.12	21.34
	LEAVE, PROFESSIONAL DEVELOP :	7.16	5.27	25.05
K.SERVICE TO OTHER MISSION PROGRAMS	:	4.62	0.81	10.23
L.TOURISM PROGRAM ACTIVITIES	:	3.00	6.71	20.81
***** TOTALS *****		99.88	99.89	410.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA :	1792
	FROM TERRIT :	2419
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	8547
	FROM TERRIT :	15331
NUMBER OF PEMD APPLICATIONS COMMENTED ON	:	763
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	181
	-LOCALLY ENGAGED :	229