TRADE TRACKING SYSTEM

89\12\12 WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 1 OF FISCAL YEAR 1989

WORLD TOTALS

	NUMBER	CANADA	LOC-ZNG	% OFFICER-TIME TOTAL-TIME PERSON-QTR
A.EXPORT/TRADE/POLICY BRIEFINGS FROM CANADA	31127	14.86	24.61	83.67
FROM TERRITORIES	10649	10.82	19.53	64.65
B.VISITS TO CLIENTS IN TERRITORY	9782	10.44	11.42	45.84
C.EXPORT/TRADE/POLICY PAIRS	431	3.80	6.56	21.48
PROJECTS AND EVENTS MISSIONS	441	4.82	6.51	23.92
CONFERENCE SEMINARS	381	3.17	1.92	10.50
OTHER	765	1.71	1.32	8.29
D.COMMERCIAL & ECONOMIC REPORTS REQUESTED	837	3.26	2.04	10.92
POST INITIATED	1353	5.08	2.95	16.32
E.COMMUNICATIONS ACTIVITIES	310	1.35	0.73	5.46
F.INVESTMENT INQUIRIES FROM CANADA	1291	1.83	1.05	5.83
FROM TERRITORIES	3272	2.92	2.31	10.86
G.TECHNOLOGY IMPLOW RESEARCH ENQUIRIES FRM CANADA	614	0.60	1.02	4.79
CONNECTIONS ARRANGED	406	0.45	0.86	2.82
H.PARTICIPATION IN PROG-REL EVENTS OUTSIDE POST		4.45	2.34	13.91
I.SERVICE RENDERED TO CDN'T SOURCES MOD	838	1.16	0.86	4.19
HOST GOVERNMENT	903	1.60	1.10	5.58
OTHER DEPARTMENT	1479	2.67	2.60	11.02
PROVINCES/MUNICIPALITIES	1219	2.42	1.82	8.16
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.		9.34	2.56	23.95
LEAVE, PROFESSIONAL DEVELOP		6.71	4.50	21.13
K.SERVICE TO OTHER MISSION PROGRAMS		6.32	0.90	14.38
***** TOTALS *****		99.89	99.91	418.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 7929
FROM TERRIT : 11452

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 1016

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 195
- LOCALLY-ENGAGED : 223