

TRADE TRACKING SYSTEM

89/12/12

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 1 OF FISCAL YEAR 1989

POST : MEXICO

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	674	13.00	37.00	1.63
FROM TERRITORIES :	851	13.00	22.00	1.18
B.VISITS TO CLIENTS IN TERRITORY :	101	8.00	9.00	0.59
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	1	4.00	2.00	0.22
MISSIONS :	1	0.00	2.00	0.06
CONFERENCE SEMINARS :	5	4.00	0.00	0.16
OTHER :	30	1.00	3.00	0.13
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	12	3.00	0.00	0.12
POST INITIATED :	36	7.00	4.00	0.40
E.COMMUNICATIONS ACTIVITIES :	3	0.00	3.00	0.09
F.INVESTMENT ENQUIRIES				
FROM CANADA :	2	2.00	0.00	0.08
FROM TERRITORIES :	7	1.00	1.00	0.07
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	4	0.00	1.00	0.03
CONNECTIONS ARRANGED :	2	0.00	0.00	0.00
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		5.00	0.00	0.20
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	2	1.00	0.00	0.04
HOST GOVERNMENT :	20	4.00	1.00	0.19
OTHER DEPARTMENT :	22	2.00	4.00	0.20
PROVINCES/MUNICIPALITIES :	2	0.00	1.00	0.03
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		6.00	1.00	0.27
LEAVE, PROFESSIONAL DEVELOP :		5.00	9.00	0.47
K.SERVICE TO OTHER MISSION PROGRAMS :		21.00	0.00	0.84
***** TOTALS *****		100.00	100.00	7.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 83
FROM TERRIT : 217

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 4

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 4
- LOCALLY-ENGAGED : 3