

TRADE TRACKING SYSTEM

90/04/10

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 3 OF FISCAL YEAR 1989

POST : MEXICO

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	810	20.00	36.00	1.88
FROM TERRITORIES :	839	16.00	20.00	1.24
B. VISITS TO CLIENTS IN TERRITORY :	79	9.00	9.00	0.63
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	3	5.00	5.00	0.35
MISSIONS :	3	4.00	7.00	0.37
CONFERENCE SEMINARS :	1	0.00	2.00	0.06
OTHER :	17	2.00	2.00	0.14
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	4	0.00	4.00	0.12
POST INITIATED :	15	7.00	1.00	0.31
E. COMMUNICATIONS ACTIVITIES :	2	1.00	0.00	0.04
F. INVESTMENT ENQUIRIES				
FROM CANADA :	3	0.00	0.00	0.00
FROM TERRITORIES :	11	1.00	1.00	0.07
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	0	0.00	0.00	0.00
CONNECTIONS ARRANGED :	10	0.00	2.00	0.06
H. PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		7.00	0.00	0.28
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	0	0.00	0.00	0.00
HOST GOVERNMENT :	14	3.00	1.00	0.15
OTHER DEPARTMENT :	13	5.00	1.00	0.23
PROVINCES/MUNICIPALITIES :	0	0.00	0.00	0.00
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		8.00	3.00	0.41
LEAVE, PROFESSIONAL DEVELOP :		5.00	6.00	0.38
K. SERVICE TO OTHER MISSION PROGRAMS :		7.00	0.00	0.28
***** TOTALS *****		100.00	100.00	7.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 132
FROM TERRIT : 405

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 6

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