

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 3 OF FISCAL YEAR 1991

POST : LONDON

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	665	10.16	30.00	2.11
FROM TERRITORIES :	1144	9.50	28.00	1.97
B. VISITS TO CLIENTS IN TERRITORY :	127	18.66	3.80	1.31
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	10	4.16	8.40	0.67
MISSIONS :	12	1.50	4.40	0.31
CONFERENCE SEMINARS :	6	1.83	0.00	0.11
OTHER :	6	4.50	0.40	0.29
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	102	8.66	2.00	0.62
POST INITIATED :	111	12.33	0.40	0.76
E. COMMUNICATIONS ACTIVITIES :	2	0.16	0.00	0.01
F. INVESTMENT ENQUIRIES				
FROM CANADA :	14	1.66	0.00	0.10
FROM TERRITORIES :	80	2.66	0.60	0.19
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	13	0.00	0.00	0.00
CONNECTIONS ARRANGED :	0	0.00	0.00	0.00
H. PARTICIP'T'N IN PROG-REL EVENTS OUTSIDE POST :		8.33	7.60	0.88
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	76	1.66	0.40	0.12
HOST GOVERNMENT :	33	0.83	0.40	0.07
OTHER DEPARTMENT :	74	2.16	4.00	0.33
PROVINCES/MUNICIPALITIES :	83	2.50	2.40	0.27
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		6.16	4.40	0.59
LEAVE, PROFESSIONAL DEVELOP :		2.50	1.00	0.20
K. SERVICE TO OTHER MISSION PROGRAMS :		0.00	1.80	0.09
L. TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		99.92	100.00	11.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA :	82
	FROM TERRIT :	86
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	81
	FROM TERRIT :	220
NUMBER OF PEMD APPLICATIONS COMMENTED ON :		26
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	6
	-LOCALLY ENGAGED :	5