18/02/92 External Affairs and International Trade Canada

TSRPT02E

## TRADE TRACKING SYSTEM

## WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT FOR QUARTER 1 OF FISCAL YEAR 1991

POST : WASHINGTON	NU	MBER	CANADA		TOTAL-TIME PERSON-QTR
PYPORT (TRADE (POLICY ENOUTRIES FROM CANADA		873	28.16	The second second	
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA FROM TERRITORIES		1435	9.00	5.14	0.90
B. VISITS TO CLIENTS IN TERRITORY	:	169	7.83	4.28	0.77
C TYPODE (MPADE (POLICY FAIRS		10	0.66	5.14	0.40
C. EXPORT/TRADE/POLICI		4	0.33		0.42
PROJECTS AND EVENTS  CONFERENCE SEMINARS		17			0.39
		16	2.16	8.42	0.72
OTHER OTHER	•	10	2.10	0	
DEPOPER HO PROJECTED	T. O.	20	1.66	4.57	0.42
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED POST INITIATED	:	38	3.50	5.14	0.57
E.COMMUNICATIONS ACTIVITIES	:	7	1.66	0.71	0.15
			1 66	0.00	0.10
F. INVESTMENT ENQUIRIES FROM CANADA		11	1.66	0.00	0.00
FROM TERRITORIES		12	0.00	0.00	
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA	::	0	0.00	0.00	
CONNECTIONS ARRANGED	:0	0	0.00	0.00	0.00
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST	2:0		1.00	0.28	0.08
NGO NGO		56	1.00	1.42	0.16
1. SERVICE REQUESTS FM GOV 1 SOURCES		56	3.83	1.00	
HOST GOVERNMENT			4.00	3.71	
OTHER DEPARTMENT		139		4.00	
PROVINCES/MUNICIPALITIES	:	36	0.83	4.00	0.33
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN			8.00	3.00	0.69
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN LEAVE, PROFESSIONAL DEVELOP			3.16	2.14	0.34
K.SERVICE TO OTHER MISSION PROGRAMS	:		0.00	0.42	0.03
L. TOURISM PROGRAM ACTIVITIES	:		16.66	28.57	3.00
***** TOTALS *****			99.93	99.92	13.00
NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FRO	M TERI	RIT:	75	
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FRO	M CAN	ADA:	40 241	

NUMBER OF PEMD APPLICATIONS COMMENTED ON : 23

NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED : 6
-LOCALLY ENGAGED : 7