

25/05/92

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 2 OF FISCAL YEAR 1991

POST : LONDON

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	879	10.42	37.20	2.59
FROM TERRITORIES :	1452	12.42	30.80	2.41
B. VISITS TO CLIENTS IN TERRITORY :	104	5.00	5.60	0.63
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	6	2.85	3.00	0.35
MISSIONS :	6	1.00	0.00	0.07
CONFERENCE SEMINARS :	16	5.57	0.20	0.40
OTHER :	12	3.42	0.20	0.25
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	85	5.42	1.60	0.46
POST INITIATED :	116	10.57	0.00	0.74
E. COMMUNICATIONS ACTIVITIES :	2	0.14	0.00	0.01
F. INVESTMENT ENQUIRIES				
FROM CANADA :	7	1.57	0.00	0.11
FROM TERRITORIES :	45	3.57	0.00	0.25
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	21	0.00	0.00	0.00
CONNECTIONS ARRANGED :	0	0.00	0.00	0.00
H. PARTICIPANT IN PROG-REL EVENTS OUTSIDE POST :		3.71	1.00	0.31
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	99	1.85	0.00	0.13
HOST GOVERNMENT :	47	1.00	0.40	0.09
OTHER DEPARTMENT :	96	2.14	1.40	0.22
PROVINCES/MUNICIPALITIES :	119	4.42	6.20	0.62
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN. :		6.42	1.00	0.50
LEAVE, PROFESSIONAL DEVELOP :		18.42	11.00	1.84
K. SERVICE TO OTHER MISSION PROGRAMS :		0.00	0.40	0.02
L. TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		99.91	100.00	12.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA : 159

FROM TERRIT : 25

NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA : 246

FROM TERRIT : 103

NUMBER OF PEMD APPLICATIONS COMMENTED ON : 105

NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED : 7

-LOCALLY ENGAGED : 5