

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 3 OF FISCAL YEAR 1992

POST : SEATTLE

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	498	14.00	13.12	1.33
FROM TERRITORIES :	196	8.50	4.12	0.50
B.VISITS TO CLIENTS IN TERRITORY :	109	17.00	4.75	0.72
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	6	0.00	4.62	0.37
MISSIONS :	8	3.50	2.12	0.24
CONFERENCE SEMINARS :	11	3.50	3.12	0.32
OTHER :	1	0.00	0.00	0.00
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	11	7.50	2.50	0.35
POST INITIATED :	6	2.00	1.00	0.12
E.COMMUNICATIONS ACTIVITIES :	3	1.50	0.00	0.03
F.INVESTMENT ENQUIRIES				
FROM CANADA :	2	0.00	0.12	0.01
FROM TERRITORIES :	7	1.00	0.37	0.05
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	1	0.00	0.25	0.02
CONNECTIONS ARRANGED :	0	0.00	0.00	0.00
H.PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		5.50	2.25	0.29
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	1	0.00	0.25	0.02
HOST GOVERNMENT :	5	1.50	0.87	0.10
OTHER DEPARTMENT :	6	2.00	0.25	0.06
PROVINCES/MUNICIPALITIES :	13	1.50	1.25	0.13
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		20.00	4.87	0.79
LEAVE, PROFESSIONAL DEVELOP :		10.50	4.00	0.53
K.SERVICE TO OTHER MISSION PROGRAMS :		0.50	0.12	0.02
L.TOURISM PROGRAM ACTIVITIES :		0.00	50.00	4.00
***** TOTALS *****		100.00	99.95	10.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA :	61
	FROM TERRIT :	44
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	427
	FROM TERRIT :	249
NUMBER OF PEMD APPLICATIONS COMMENTED ON :		5
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	2
	-LOCALLY ENGAGED :	8