

TRADE TRACKING SYSTEM

88/11/09

WORKLOAD AND OFFICER SUMMARY  
ACTIVITY REPORT

FOR QUARTER 1 OF FISCAL YEAR 1988

REGION : UNITED STATES

|   | NUMBER | % OFFICER-TIME |         | TOTAL-TIME |
|---|--------|----------------|---------|------------|
|   |        | CANADA         | LOC-ENG | PERSON-QTR |
| A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :   | 6933   | 13.71          | 24.92   | 18.47      |
| FROM TERRITORIES :                              | 5752   | 9.57           | 15.47   | 11.91      |
| B.VISITS TO CLIENTS IN TERRITORY :              | 2020   | 10.50          | 10.45   | 9.74       |
| C.EXPORT/TRADE/POLICY FAIRS :                   | 146    | 5.38           | 10.74   | 7.74       |
| PROJECTS AND EVENTS MISSIONS :                  | 105    | 4.95           | 6.66    | 5.48       |
| CONFERENCE SEMINARS :                           | 45     | 2.19           | 0.74    | 1.30       |
| OTHER :   | 194    | 5.40           | 3.25    | 3.93       |
| D.COMMERCIAL / ECONOMIC REPORTS HQ REQUESTED :  | 120    | 1.07           | 1.43    | 1.18       |
| POST INITIATED :                                | 314    | 4.54           | 3.00    | 3.44       |
| E.COMMUNICATIONS ACTIVITIES :                   | 82     | 1.66           | 0.86    | 1.14       |
| F.INVESTMENT ENQUIRIES FROM CANADA :            | 234    | 1.38           | 0.27    | 0.72       |
| FROM TERRITORIES :                              | 1784   | 5.40           | 1.92    | 3.25       |
| G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA : | 54     | 1.02           | 0.33    | 0.60       |
| CONNECTIONS ARRANGED :                          | 15     | 0.09           | 0.39    | 0.24       |
| H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :  |        | 4.16           | 2.47    | 3.01       |
| I.SERVICE REQUESTS FM GOV'T SOURCES NGO :       | 56     | 0.30           | 0.15    | 0.21       |
| HOST GOVERNMENT :                               | 256    | 2.09           | 0.62    | 1.20       |
| OTHER DEPARTMENT :                              | 576    | 2.50           | 1.43    | 1.78       |
| PROVINCES/MUNICIPALITIES :                      | 222    | 1.83           | 1.62    | 1.60       |
| J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:  |        | 13.45          | 3.17    | 7.27       |
| LEAVE, PROFESSIONAL DEVELOP :                   |        | 5.28           | 8.39    | 6.50       |
| K.SERVICE TO OTHER MISSION PROGRAMS :           |        | 3.45           | 1.64    | 2.29       |
| ***** TOTALS *****                              |        | 99.92          | 99.92   | 93.00      |

NUMBER OF BUSINESS VISITORS FROM CANADA : 2695  
FROM TERRIT : 2757

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 284

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 42  
- LOCALLY-ENGAGED : 51