

07/06/94

Foreign Affairs and International Trade

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 3 OF FISCAL YEAR 1993

POST : SEATTLE

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	582	16.00	22.75	2.14
FROM TERRITORIES :	209	10.00	4.62	0.57
B.VISITS TO CLIENTS IN TERRITORY :	176	15.00	3.87	0.61
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	10	2.00	1.75	0.18
MISSIONS :	6	0.50	2.37	0.20
CONFERENCE SEMINARS :	11	17.50	4.37	0.70
OTHER :	0	0.00	0.00	0.00
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	2	1.00	0.37	0.05
POST INITIATED :	7	3.00	0.00	0.06
E.COMMUNICATIONS ACTIVITIES :	12	2.50	0.12	0.06
F.INVESTMENT ENQUIRIES				
FROM CANADA :	14	0.50	0.25	0.03
FROM TERRITORIES :	21	0.50	0.37	0.04
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	0	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 :		0.00	0.75	0.06
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	12	4.00	0.37	0.11
HOST GOVERNMENT :	16	3.00	0.00	0.06
OTHER DEPARTMENT :	15	2.50	2.25	0.23
PROVINCES/MUNICIPALITIES :	26	1.50	1.12	0.12
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		12.50	1.50	0.37
LEAVE, PROFESSIONAL DEVELOP :		8.00	3.12	0.41
K.SERVICE TO OTHER MISSION PROGRAMS :		0.00	0.00	0.00
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 :	79
	FROM TERRIT :	14
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	95
	FROM TERRIT :	106
NUMBER OF PEMD APPLICATIONS COMMENTED ON	:	14
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	2
	-LOCALLY ENGAGED :	8