

TRADE TRACKING SYSTEM

89/12/12

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

89/12/12

FOR QUARTER 1 OF FISCAL YEAR 1989

REGION : UNITED STATES

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	7630	12.52	22.98	18.84
FROM TERRITORIES :	6765	8.70	16.18	13.22
B. VISITS TO CLIENTS IN TERRITORY :	1639	9.72	9.27	9.66
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS :				
FAIRS :	183	4.38	11.89	8.83
MISSIONS :	125	4.79	9.63	7.70
CONFERENCE SEMINARS :	127	5.84	4.10	4.95
OTHER :	104	1.88	2.20	2.11
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	126	1.29	0.98	1.14
POST INITIATED :	214	2.77	2.77	2.83
E. COMMUNICATIONS ACTIVITIES :	150	2.84	1.27	1.99
F. INVESTMENT ENQUIRIES FROM CANADA :	254	0.90	0.34	0.60
FROM TERRITORIES :	1061	3.45	1.75	2.54
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	95	0.50	1.12	0.87
CONNECTIONS ARRANGED :	18	0.43	0.31	0.37
H. PARTICIP'T'N IN PROG-REL EVENTS OUTSIDE POST :		6.29	2.15	4.02
I. SERVICE REQUESTS FM GOV'T SOURCES :				
NGO :	61	0.84	0.03	0.39
HOST GOVERNMENT :	111	0.95	0.65	0.80
OTHER DEPARTMENT :	230	0.88	0.94	0.94
PROVINCES/MUNICIPALITIES :	271	1.63	2.03	1.90
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		14.15	2.67	7.78
LEAVE, PROFESSIONAL DEVELOP :		7.77	5.58	6.66
K. SERVICE TO OTHER MISSION PROGRAMS :		7.38	1.05	3.86
***** TOTALS *****		99.90	99.89	102.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 2231
FROM TERRIT : 3170

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 429

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 44
- LOCALLY-ENGAGED : 58