

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 1 OF FISCAL YEAR 1992

POST : ATLANTA

| | NUMBER | % OFFICER-TIME | | TOTAL-TIME |
|---|--------|----------------|---------|------------|
| | | CANADA | LOC-ENG | PERSON-QTR |
| A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA : | 401 | 39.00 | 34.00 | 3.70 |
| FROM TERRITORIES : | 347 | 21.00 | 45.00 | 3.06 |
| B.VISITS TO CLIENTS IN TERRITORY : | 134 | 15.00 | 9.00 | 1.26 |
| C.EXPORT/TRADE/POLICY FAIRS : | 22 | 2.00 | 2.00 | 0.20 |
| PROJECTS AND EVENTS MISSIONS : | 4 | 0.00 | 0.00 | 0.00 |
| CONFERENCE SEMINARS : | 10 | 1.00 | 1.00 | 0.10 |
| OTHER : | 1 | 0.00 | 0.00 | 0.00 |
| D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED : | 17 | 3.00 | 0.00 | 0.18 |
| POST INITIATED : | 7 | 1.00 | 0.00 | 0.06 |
| E.COMMUNICATIONS ACTIVITIES : | 0 | 0.00 | 0.00 | 0.00 |
| F.INVESTMENT ENQUIRIES FROM CANADA : | 12 | 2.00 | 0.00 | 0.12 |
| FROM TERRITORIES : | 30 | 4.00 | 1.00 | 0.28 |
| G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA : | 12 | 0.00 | 3.00 | 0.12 |
| CONNECTIONS ARRANGED : | 8 | 0.00 | 2.00 | 0.08 |
| H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST : | | 1.00 | 0.00 | 0.06 |
| I.SERVICE REQUESTS FM GOV'T SOURCES NGO : | 15 | 2.00 | 1.00 | 0.16 |
| HOST GOVERNMENT : | 8 | 1.00 | 0.00 | 0.06 |
| OTHER DEPARTMENT : | 12 | 2.00 | 0.00 | 0.12 |
| PROVINCES/MUNICIPALITIES : | 10 | 0.00 | 2.00 | 0.08 |
| J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.: | | 4.00 | 0.00 | 0.24 |
| LEAVE, PROFESSIONAL DEVELOP : | | 0.00 | 0.00 | 0.00 |
| K.SERVICE TO OTHER MISSION PROGRAMS : | | 2.00 | 0.00 | 0.12 |
| L.TOURISM PROGRAM ACTIVITIES : | | 0.00 | 0.00 | 0.00 |
| ***** TOTALS ***** | | 100.00 | 100.00 | 10.00 |

| | |
|--|-----|
| NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA : | 27 |
| FROM TERRIT : | 8 |
| NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA : | 293 |
| FROM TERRIT : | 108 |
| NUMBER OF PEMD APPLICATIONS COMMENTED ON : | 31 |
| NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED : | 6 |
| -LOCALLY ENGAGED : | 4 |