

02/12/92

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 2 OF FISCAL YEAR 1992

REGION : LATIN AMERICA & CARIBBEAN

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA	4205	18.18	27.25	9.45
FROM TERRITORIES	5229	10.18	20.83	6.63
B. VISITS TO CLIENTS IN TERRITORY	733	12.87	9.41	4.32
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS	26	2.43	6.91	2.05
MISSIONS	34	5.12	3.70	1.71
CONFERENCE SEMINARS	19	1.68	1.75	0.69
OTHER	8	0.25	1.58	0.42
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED	43	1.81	1.54	0.66
POST INITIATED	134	4.75	4.66	1.88
E. COMMUNICATIONS ACTIVITIES	147	1.81	1.00	0.53
F. INVESTMENT ENQUIRIES FROM CANADA	62	1.12	0.70	0.35
FROM TERRITORIES	53	0.43	0.83	0.27
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'TN IN PROG-REL EVENTS OUTSIDE POST		0.68	0.41	0.21
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO	52	0.87	1.66	0.54
HOST GOVERNMENT	30	1.31	0.75	0.39
OTHER DEPARTMENT	93	2.56	1.70	0.82
PROVINCES/MUNICIPALITIES	64	1.93	2.91	1.01
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.		12.93	2.54	2.68
LEAVE, PROFESSIONAL DEVELOP		16.31	9.29	4.84
K. SERVICE TO OTHER MISSION PROGRAMS		2.37	0.29	0.45
L. TOURISM PROGRAM ACTIVITIES		0.31	0.20	0.10
***** TOTALS *****		99.90	99.91	40.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA : 64

FROM TERRIT : 115

NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA : 656

FROM TERRIT : 1816

NUMBER OF PEMD APPLICATIONS COMMENTED ON : 57

NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED : 16

-LOCALLY ENGAGED : 24