

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 3 OF FISCAL YEAR 1968

REGION : LATIN AMERICA & CARIBBEAN

LATIN AMERICA & CARIBBEAN

			% OFFICER-TIME	TOTAL-TIME
		CANADA	LOC-ENG	PERDOW-TIME
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	3980	15.61	58.10	11.09
FROM TERRITORIES :	4400	11.46	10.73	9.20
B. VISITS TO CLIENTS IN TERRITORY :	1126	10.84	23.00	6.72
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	37	1.42	4.93	3.17
MISSIONS :	4	4.50	5.05	2.59
CONFERENCE SEMINARS :	27	1.07	1.82	3.86
OTHER :	2		1.37	0.41
D. COMMERCIAL & ECONOMIC REQUESTED :	7		0.36	1.41
POST INITIATED :	15		4.36	3.08
E. COMMUNICATIONS ACTIVITY				
MEXICO	1		0.30	0.50
PORT OF SPAIN				
SAN JOSE				
F. INVESTMENT ENQUIRIES FROM CANADA :	3		0.03	0.43
FROM TERRITORIES :	74	0.53	0.86	0.40
G. TECHNOLOGY INFLOW PROGRAM ENGR'S FRM CANADA :	2	0.03	0.08	0.01
CONNECTIONS ARRANGED :	4	0.00	0.08	0.02
H. PARTICIPATION IN PROG-REL EVENTS OUTSIDE POST :		1.36	1.36	0.75
I. SERVICE REQUESTS FRM GOV'T SOURCES				
GOV'T :	32	0.57	0.92	0.71
HOST GOVERNMENT :	68	1.34	0.97	0.61
OTHER DEPARTMENT :	88	2.38	1.73	1.44
PROVINCES/MUNICIPALITIES :	35	1.07	0.76	0.54
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN :		9.50	1.73	1.78
LEAVE, PROFESSIONAL DEVELOP :		16.76	5.53	3.84
K. SERVICE TO OTHER MISSION PROGRAMS		8.07	1.50	2.40
***** TOTALS *****		95.89	109.92	58.92

NUMBER OF BUSINESS VISITORS FROM CANADA : 519
FROM TERRIT : 3117

NUMBER OF FIRM APPLICATIONS COMMENTED ON : 45

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 26
- LOCALLY-ENGAGED : 30