

TRADE TRACKING SYSTEM

89/01/18

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 2 OF FISCAL YEAR 1988

POST : LOS ANGELES

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	1233	10.00	22.00	2.48
FROM TERRITORIES :	1603	11.00	19.00	2.26
B.VISITS TO CLIENTS IN TERRITORY :	456	9.00	19.00	2.16
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	20	3.00	5.00	0.60
MISSIONS :	43	2.00	4.00	0.46
CONFERENCE SEMINARS :	14	2.00	4.00	0.46
OTHER :	37	11.00	1.00	0.64
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	27	3.00	8.00	0.87
POST INITIATED :	15	1.00	1.00	0.14
E.COMMUNICATIONS ACTIVITIES :	148	1.00	2.00	0.23
F.INVESTMENT ENQUIRIES FROM CANADA :	113	4.00	0.00	0.20
FROM TERRITORIES :	627	9.00	0.00	0.45
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	9	1.00	0.00	0.05
CONNECTIONS ARRANGED :	4	1.00	0.00	0.05
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		0.00	1.00	0.09
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	112	1.00	1.00	0.14
HOST GOVERNMENT :	27	1.00	1.00	0.14
OTHER DEPARTMENT :	62	1.00	0.00	0.05
PROVINCES/MUNICIPALITIES :	140	4.00	3.00	0.47
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		15.00	8.00	1.47
LEAVE, PROFESSIONAL DEVELOP :		7.00	1.00	0.44
K.SERVICE TO OTHER MISSION PROGRAMS :		3.00	0.00	0.15
***** TOTALS *****		100.00	100.00	14.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 443
FROM TERRIT : 428

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 49

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 5
- LOCALLY-ENGAGED : 9