

TRADE TRACKING SYSTEM

89/12/12

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 1 OF FISCAL YEAR 1989

WORLD TOTALS

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	31127	14.86	24.61	83.87
FROM TERRITORIES :	30685	10.82	19.53	64.66
B.VISITS TO CLIENTS IN TERRITORY :	9782	10.44	11.42	45.84
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	431	3.50	6.56	21.48
MISSIONS :	443	4.82	6.51	23.92
CONFERENCE SEMINARS :	381	3.17	1.92	10.50
OTHER :	765	1.71	1.32	6.29
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	837	3.26	2.04	10.92
POST INITIATED :	1353	5.08	2.95	16.52
E.COMMUNICATIONS ACTIVITIES :	510	1.95	0.73	5.46
F.INVESTMENT ENQUIRIES FROM CANADA :	1291	1.63	1.05	5.53
FROM TERRITORIES :	3272	2.92	2.31	10.88
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	614	0.60	1.62	4.79
CONNECTIONS ARRANGED :	406	0.45	0.86	2.82
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		4.45	2.34	13.91
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	636	1.16	0.86	4.19
HOST GOVERNMENT :	903	1.60	1.10	5.58
OTHER DEPARTMENT :	1479	2.67	2.60	11.02
PROVINCES/MUNICIPALITIES :	1219	2.42	1.62	8.36
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		9.34	2.56	23.95
LEAVE, PROFESSIONAL DEVELOP :		6.71	4.50	23.13
K.SERVICE TO OTHER MISSION PROGRAMS :		6.33	0.90	14.38
***** TOTALS *****		99.89	99.91	418.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 7929
FROM TERRIT : 11452

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 1016

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 195
- LOCALLY-ENGAGED : 223