

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

POST : LOS ANGELES

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	791	9.00	13.57	1.31
FROM TERRITORIES :	928	8.75	12.71	1.24
B.VISITS TO CLIENTS IN TERRITORY :	200	6.00	9.28	0.89
C.EXPORT/TRADE/POLICY FAIRS :	11	2.00	4.14	0.37
PROJECTS AND EVENTS MISSIONS :	3	1.00	1.28	0.13
CONFERENCE SEMINARS :	23	9.00	3.71	0.62
OTHER :	37	2.25	1.57	0.20
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	19	4.00	2.28	0.32
POST INITIATED :	54	4.75	6.57	0.65
E.COMMUNICATIONS ACTIVITIES :	17	6.75	4.57	0.59
F.INVESTMENT ENQUIRIES FROM CANADA :	57	1.00	2.42	0.21
FROM TERRITORIES :	203	2.75	5.42	0.49
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	5	2.50	0.71	0.15
CONNECTIONS ARRANGED :	1	0.00	0.28	0.02
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		1.50	3.71	0.32
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	38	2.50	1.00	0.17
HOST GOVERNMENT :	9	2.50	1.42	0.20
OTHER DEPARTMENT :	7	1.50	2.14	0.21
PROVINCES/MUNICIPALITIES :	48	2.50	3.85	0.37
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		23.25	11.28	1.72
LEAVE, PROFESSIONAL DEVELOP :		4.25	7.28	0.68
K.SERVICE TO OTHER MISSION PROGRAMS :		2.25	0.71	0.14
L.TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		100.00	99.90	11.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA : 98

FROM TERRIT : 100

NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA : 535

FROM TERRIT : 117

NUMBER OF PEMD APPLICATIONS COMMENTED ON : 34

NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED : 4

-LOCALLY ENGAGED : 7