

09/09/92

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 1 OF FISCAL YEAR 1992

POST : LONDON

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	642	10.62	17.77	2.45
FROM TERRITORIES :	1216	9.37	14.22	2.03
B.VISITS TO CLIENTS IN TERRITORY :	125	9.37	2.77	1.00
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	6	3.75	4.44	0.70
MISSIONS :	22	3.37	0.88	0.35
CONFERENCE SEMINARS :	24	2.50	0.44	0.24
OTHER :	19	3.00	0.33	0.27
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	73	6.87	0.00	0.55
POST INITIATED :	93	7.50	1.44	0.73
E.COMMUNICATIONS ACTIVITIES :	3	0.00	0.33	0.03
F.INVESTMENT ENQUIRIES				
FROM CANADA :	7	0.87	0.00	0.07
FROM TERRITORIES :	73	2.75	0.33	0.25
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	14	0.00	0.00	0.00
CONNECTIONS ARRANGED :	0	0.00	0.00	0.00
H.PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		5.75	0.66	0.52
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	68	0.62	0.00	0.05
HOST GOVERNMENT :	64	0.50	0.33	0.07
OTHER DEPARTMENT :	96	3.50	0.66	0.34
PROVINCES/MUNICIPALITIES :	109	1.75	2.44	0.36
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		4.12	3.00	0.60
LEAVE, PROFESSIONAL DEVELOP :		11.25	5.33	1.38
K.SERVICE TO OTHER MISSION PROGRAMS :		0.00	0.11	0.01
L.TOURISM PROGRAM ACTIVITIES :		12.50	44.44	5.00
***** TOTALS *****		99.96	99.92	17.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA :	40
	FROM TERRIT :	17
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	102
	FROM TERRIT :	139
NUMBER OF PEMD APPLICATIONS COMMENTED ON :		26
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	8
	-LOCALLY ENGAGED :	9