

TRADE TRACKING SYSTEM

91/03/25

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 3 OF FISCAL YEAR 1990

POST : SEATTLE

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	562	19.50	22.28	1.95
FROM TERRITORIES :	293	17.50	6.28	0.79
B.VISITS TO CLIENTS IN TERRITORY :	89	4.00	4.85	0.42
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	15	8.00	7.57	0.69
MISSIONS :	7	0.50	7.00	0.50
CONFERENCE SEMINARS :	3	2.00	0.28	0.06
OTHER :	3	0.00	2.85	0.20
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	0	0.00	0.00	0.00
POST INITIATED :	0	0.00	0.00	0.00
E.COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F.INVESTMENT ENQUIRIES				
FROM CANADA :	0	0.00	0.00	0.00
FROM TERRITORIES :	2	0.50	0.00	0.01
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	12	1.50	0.00	0.03
CONNECTIONS ARRANGED :	0	0.00	0.00	0.00
H.PARTICIP'T'N IN PROG-REL EVENTS OUTSIDE POST :		0.00	2.14	0.15
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	0	0.00	0.00	0.00
HOST GOVERNMENT :	0	0.00	0.00	0.00
OTHER DEPARTMENT :	19	0.00	1.85	0.13
PROVINCES/MUNICIPALITIES :	6	0.50	0.42	0.04
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		45.00	0.00	0.90
LEAVE, PROFESSIONAL DEVELOP :		1.00	1.57	0.13
K.SERVICE TO OTHER MISSION PROGRAMS :		0.00	0.00	0.00
L.TOURISM PROGRAM ACTIVITIES :		0.00	42.85	3.00
***** TOTALS *****		100.00	99.94	9.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 72
FROM TERRIT : 10

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 10

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 2
- LOCALLY-ENGAGED : 7