

29/06/92

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 4 OF FISCAL YEAR 1991

POST : LONDON

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	713	12.87	16.22	2.49
FROM TERRITORIES :	1474	11.12	13.33	2.09
B.VISITS TO CLIENTS IN TERRITORY :	109	5.75	3.33	0.76
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	21	3.25	5.11	0.72
MISSIONS :	12	2.25	3.00	0.45
CONFERENCE SEMINARS :	15	2.12	0.44	0.21
OTHER :	6	5.37	0.22	0.45
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	75	6.12	0.33	0.52
POST INITIATED :	135	8.87	0.66	0.77
E.COMMUNICATIONS ACTIVITIES :	3	1.62	0.00	0.13
F.INVESTMENT ENQUIRIES FROM CANADA :	23	3.12	0.00	0.25
FROM TERRITORIES :	59	8.25	0.11	0.67
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	11	0.00	0.00	0.00
CONNECTIONS ARRANGED :	0	0.00	0.00	0.00
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		1.87	2.00	0.33
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	95	0.75	0.00	0.06
HOST GOVERNMENT :	36	0.37	0.55	0.08
OTHER DEPARTMENT :	153	2.50	1.55	0.34
PROVINCES/MUNICIPALITIES :	139	3.37	2.77	0.52
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		5.12	2.44	0.63
LEAVE, PROFESSIONAL DEVELOP :		2.62	3.33	0.51
K.SERVICE TO OTHER MISSION PROGRAMS :		0.12	0.11	0.02
L.TOURISM PROGRAM ACTIVITIES :		12.50	44.44	5.00
***** TOTALS *****		99.93	99.94	17.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA :	71
FROM TERRIT :	54
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA :	138
FROM TERRIT :	334
NUMBER OF PEMD APPLICATIONS COMMENTED ON :	25
NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED :	8
-LOCALLY ENGAGED :	9