

TRADE TRACKING SYSTEM

90/04/05

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT

FOR QUARTER 3 OF FISCAL YEAR 1989

POST : LOS ANGELES

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	1509	15.83	20.85	2.41
FROM TERRITORIES :	1740	12.00	19.71	2.10
B.VISITS TO CLIENTS IN TERRITORY :	474	12.16	19.28	2.08
C.EXPORT/TRADE/POLICY FAIRS :	23	3.50	7.57	0.74
PROJECTS AND EVENTS MISSIONS :	24	4.50	5.57	0.66
CONFERENCE SEMINARS :	27	3.33	2.85	0.40
OTHER :	15	1.66	0.85	0.16
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	19	3.83	1.42	0.33
POST INITIATED :	95	6.66	2.00	0.54
E.COMMUNICATIONS ACTIVITIES :	13	2.00	0.00	0.12
F.INVESTMENT ENQUIRIES FROM CANADA :	36	1.00	0.57	0.10
FROM TERRITORIES :	381	12.00	1.00	0.79
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	9	1.00	0.28	0.08
CONNECTIONS ARRANGED :	7	0.83	0.14	0.06
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		2.00	0.00	0.12
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	13	0.16	0.28	0.03
HOST GOVERNMENT :	15	1.33	0.71	0.13
OTHER DEPARTMENT :	28	1.33	0.85	0.14
PROVINCES/MUNICIPALITIES :	86	3.16	4.42	0.50
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		8.33	8.71	1.11
LEAVE, PROFESSIONAL DEVELOP :		3.33	2.85	0.40
K.SERVICE TO OTHER MISSION PROGRAMS :		0.00	0.00	0.00
***** TOTALS *****		99.94	99.91	13.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 484
FROM TERRIT : 217

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 123

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 6
- LOCALLY-ENGAGED : 7