

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 3 OF FISCAL YEAR 1992

REGION : LATIN AMERICA & CARIBBEAN

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A. EXPORT/TRADE/POLICY ENQUIRIES				
FROM CANADA :	7290	19.92	27.67	14.59
FROM TERRITORIES :	8055	11.53	20.23	9.88
B. VISITS TO CLIENTS IN TERRITORY :	1371	10.19	10.70	6.29
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	40	5.23	8.17	4.14
MISSIONS :	44	6.26	2.97	2.64
CONFERENCE SEMINARS :	53	3.42	2.00	1.57
OTHER :	46	1.73	1.85	1.08
D. COMMERCIAL* ECONOMIC REPORTS				
HQ REQUESTED :	53	1.80	1.32	0.92
POST INITIATED :	284	5.57	3.41	2.61
E. COMMUNICATIONS ACTIVITIES :	188	3.19	1.52	1.35
F. INVESTMENT ENQUIRIES				
FROM CANADA :	144	1.50	0.50	0.56
FROM TERRITORIES :	58	0.38	0.47	0.26
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA	3	0.15	0.02	0.05
CONNECTIONS ARRANGED :	0	0.11	0.00	0.03
H. PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		3.23	0.35	0.96
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	150	1.26	0.94	0.65
HOST GOVERNMENT :	115	1.76	0.91	0.77
OTHER DEPARTMENT :	219	2.26	1.29	1.03
PROVINCES/MUNICIPALITIES :	174	2.00	1.55	1.05
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		9.00	3.97	3.69
LEAVE, PROFESSIONAL DEVELOP :		6.26	9.08	4.72
K. SERVICE TO OTHER MISSION PROGRAMS :		3.07	0.55	0.99
L. TOURISM PROGRAM ACTIVITIES :		0.07	0.44	0.17
***** TOTALS *****		99.89	99.91	60.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA :	168
	FROM TERRIT :	378
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	2149
	FROM TERRIT :	3476
NUMBER OF PEMD APPLICATIONS COMMENTED ON :		86
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	26
	-LOCALLY ENGAGED :	34