

04/03/94

Foreign Affairs and International Trade

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 2 OF FISCAL YEAR 1993

WORLD TOTALS

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA	: 33816	15.18	23.97	81.98
FROM TERRITORIES	: 32635	9.20	17.47	56.76
B.VISITS TO CLIENTS IN TERRITORY	: 7961	9.37	8.84	36.32
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS	: 298	3.08	5.38	17.88
MISSIONS	: 292	5.38	5.13	20.99
CONFERENCE SEMINARS	: 285	2.53	2.47	10.03
OTHER	: 360	1.62	0.92	4.82
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED	: 426	2.47	1.92	8.60
POST INITIATED	: 816	4.08	2.54	12.68
E.COMMUNICATIONS ACTIVITIES	: 671	1.81	1.08	5.52
F.INVESTMENT ENQUIRIES				
FROM CANADA	: 744	1.68	1.55	6.45
FROM TERRITORIES	: 906	1.35	1.75	6.39
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA	: 356	0.54	1.08	3.48
CONNECTIONS ARRANGED	: 161	0.21	0.75	2.16
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST	:	1.09	1.07	4.35
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO	: 572	0.84	0.67	2.97
HOST GOVERNMENT	: 679	1.59	1.20	5.47
OTHER DEPARTMENT	: 1309	3.42	1.80	9.84
PROVINCES/MUNICIPALITIES	: 984	2.67	1.75	8.50
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.	:	12.19	2.56	25.79
LEAVE, PROFESSIONAL DEVELOP	:	13.18	7.27	38.69
K.SERVICE TO OTHER MISSION PROGRAMS	:	4.67	0.77	9.39
L.TOURISM PROGRAM ACTIVITIES	:	1.74	7.97	21.94
***** TOTALS *****		99.89	99.91	401.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA	: 940
	FROM TERRIT	: 1412
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA	: 5940
	FROM TERRIT	: 9817
NUMBER OF PEMD APPLICATIONS COMMENTED ON	:	652
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED	: 161
	-LOCALLY ENGAGED	: 240