

17/11/94

## Foreign Affairs and International Trade

TSRPT02E

## TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT  
FOR QUARTER 1 OF FISCAL YEAR 1994

## WORLD TOTALS

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA	: 43313	15.86	25.06	96.77
FROM TERRITORIES	: 42956	9.53	17.05	63.51
B. VISITS TO CLIENTS IN TERRITORY	: 9480	9.71	8.68	41.33
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS	: 330	3.44	5.00	19.84
MISSIONS	: 411	7.30	6.39	30.71
CONFERENCE SEMINARS	: 431	3.38	2.82	13.87
OTHER	: 456	2.68	1.57	9.22
D. COMMERCIAL* ECONOMIC REPORTS				
HQ REQUESTED	: 564	2.79	1.86	10.19
POST INITIATED	: 1220	5.82	3.24	19.49
E. COMMUNICATIONS ACTIVITIES	: 1153	1.90	1.11	6.53
F. INVESTMENT ENQUIRIES				
FROM CANADA	: 885	1.75	1.56	7.44
FROM TERRITORIES	: 1261	1.78	2.19	9.21
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA	: 525	0.42	0.88	3.16
CONNECTIONS ARRANGED	: 271	0.14	0.59	1.88
H. PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST	: :	2.82	2.44	11.79
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO	: 1020	1.41	0.75	4.64
HOST GOVERNMENT	: 1124	1.84	1.17	6.58
OTHER DEPARTMENT	: 1489	2.63	1.63	9.28
PROVINCES/MUNICIPALITIES	: 1706	2.83	1.67	9.75
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.	: :	9.85	2.70	25.51
LEAVE, PROFESSIONAL DEVELOP	: :	6.79	4.75	25.35
K. SERVICE TO OTHER MISSION PROGRAMS	: :	3.96	0.56	8.86
L. TOURISM PROGRAM ACTIVITIES	: :	1.26	6.22	19.09
***** TOTALS *****		99.89	99.89	454.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA	: 2142
	FROM TERRIT	: 1943
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA	: 9628
	FROM TERRIT	: 14509

NUMBER OF PEMD APPLICATIONS COMMENTED ON	: 690
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NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED	: 185
	-LOCALLY ENGAGED	: 269