

TRADE TRACKING SYSTEM

89/01/18

WORKLOAD AND OFFICER SUMMARY  
ACTIVITY REPORT

FOR QUARTER 2 OF FISCAL YEAR 1988

POST : MEXICO

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	371	11.50	47.66	1.89
FROM TERRITORIES :	442	14.75	20.66	1.21
B.VISITS TO CLIENTS IN TERRITORY :	84	7.75	5.00	0.46
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	2	1.50	0.00	0.06
MISSIONS :	2	0.00	3.33	0.10
CONFERENCE SEMINARS :	12	3.75	1.66	0.20
OTHER :	6	1.00	1.33	0.08
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	20	7.50	4.00	0.42
POST INITIATED :	34	4.25	4.00	0.29
E.COMMUNICATIONS ACTIVITIES :	4	0.25	0.00	0.01
F.INVESTMENT ENQUIRIES FROM CANADA :	6	0.25	0.00	0.01
FROM TERRITORIES :	14	0.75	1.33	0.07
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	2	0.00	1.00	0.03
CONNECTIONS ARRANGED :	2	0.00	0.66	0.02
H.PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		0.50	0.00	0.02
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	2	0.00	0.33	0.01
HOST GOVERNMENT :	24	2.00	2.33	0.15
OTHER DEPARTMENT :	42	3.50	2.00	0.20
PROVINCES/MUNICIPALITIES :	7	0.50	1.33	0.06
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		16.00	1.66	0.69
LEAVE, PROFESSIONAL DEVELOP :		15.50	1.66	0.67
K.SERVICE TO OTHER MISSION PROGRAMS :		8.75	0.00	0.35
***** TOTALS *****		100.00	99.94	7.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 39  
FROM TERRIT : 239

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 1

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 4  
- LOCALLY-ENGAGED : 3