

09/09/92

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 1 OF FISCAL YEAR 1992

REGION : UNITED STATES

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A.EXPORT/TRADE/POLICY ENQUIRIES				
FROM CANADA :	8070	15.39	21.30	20.04
FROM TERRITORIES :	6507	9.55	15.28	13.74
B.VISITS TO CLIENTS IN TERRITORY :	1446	9.60	7.61	8.93
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	164	3.74	10.53	8.25
MISSIONS :	77	3.09	7.55	6.09
CONFERENCE SEMINARS :	137	5.09	3.38	4.32
OTHER :	137	1.20	1.63	1.55
D.COMMERCIAL* ECONOMIC REPORTS				
HQ REQUESTED :	86	1.69	1.46	1.65
POST INITIATED :	158	3.53	2.28	2.96
E.COMMUNICATIONS ACTIVITIES :	173	3.37	1.20	2.21
F.INVESTMENT ENQUIRIES				
FROM CANADA :	221	1.74	1.12	1.46
FROM TERRITORIES :	554	3.48	1.50	2.45
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA				
CONNECTIONS ARRANGED :	52	0.62	0.71	0.72
	36	0.09	0.39	0.29
H.PARTICIP'T'N IN PROG-REL EVENTS OUTSIDE POST :		3.95	2.30	3.15
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	141	1.16	0.38	0.74
HOST GOVERNMENT :	100	1.55	0.90	1.24
OTHER DEPARTMENT :	185	3.39	0.77	1.95
PROVINCES/MUNICIPALITIES :	306	1.81	1.93	2.00
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		12.51	3.04	7.30
LEAVE, PROFESSIONAL DEVELOP :		4.44	3.04	3.83
K.SERVICE TO OTHER MISSION PROGRAMS :		3.32	0.47	1.73
L.TOURISM PROGRAM ACTIVITIES :		5.58	11.11	9.40
***** TOTALS *****		99.89	99.88	106.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA :	546
	FROM TERRIT :	591
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	2453
	FROM TERRIT :	2049
NUMBER OF PEMD APPLICATIONS COMMENTED ON :		294
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	43
	-LOCALLY ENGAGED :	63