

19/05/95

Foreign Affairs and International Trade

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 3 OF FISCAL YEAR 1994

POST : CHICAGO

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	756	1.50	19.16	1.18
FROM TERRITORIES :	847	3.50	18.66	1.19
B. VISITS TO CLIENTS IN TERRITORY :	123	15.00	7.33	0.74
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	18	0.00	9.00	0.54
MISSIONS :	1	0.50	4.33	0.27
CONFERENCE SEMINARS :	30	3.50	4.66	0.35
OTHER :	25	5.50	1.33	0.19
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	5	0.00	0.33	0.02
POST INITIATED :	10	0.50	1.83	0.12
E. COMMUNICATIONS ACTIVITIES :	51	6.50	5.83	0.48
F. INVESTMENT ENQUIRIES				
FROM CANADA :	30	2.00	2.50	0.19
FROM TERRITORIES :	9	2.00	3.00	0.22
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	5	0.00	0.50	0.03
CONNECTIONS ARRANGED :	0	0.00	0.00	0.00
H. PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		0.00	1.33	0.08
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	10	0.00	1.00	0.06
HOST GOVERNMENT :	3	1.00	0.16	0.03
OTHER DEPARTMENT :	16	0.00	3.66	0.22
PROVINCES/MUNICIPALITIES :	69	5.50	5.00	0.41
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN. :		38.00	4.83	1.05
LEAVE, PROFESSIONAL DEVELOP :		5.50	4.33	0.37
K. SERVICE TO OTHER MISSION PROGRAMS :		6.50	1.16	0.20
L. TOURISM PROGRAM ACTIVITIES :		3.00	0.00	0.06
***** TOTALS *****		100.00	99.93	8.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA :	9
	FROM TERRIT :	5
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	287
	FROM TERRIT :	104
NUMBER OF PEMD APPLICATIONS COMMENTED ON :		32
NUMBER OF OCCUPIED OFFICER POSITIONS	- CANADA BASED :	2
	- LOCALLY ENGAGED :	6