

02/12/92

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 2 OF FISCAL YEAR 1992

POST : DETROIT

	NUMBER	% OFFICER-TIME		TOTAL-TIM PERSON-QT
		CANADA	LOC-ENG	
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	501	7.50	45.00	1.95
FROM TERRITORIES :	224	7.50	12.25	0.64
B.VISITS TO CLIENTS IN TERRITORY :	64	10.50	9.75	0.60
C.EXPORT/TRADE/POLICY FAIRS :	5	0.00	5.50	0.22
PROJECTS AND EVENTS MISSIONS :	3	4.00	1.75	0.15
CONFERENCE SEMINARS :	5	0.00	3.75	0.15
OTHER :	7	3.00	0.50	0.08
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	3	0.50	2.50	0.11
POST INITIATED :	4	0.50	0.50	0.03
E.COMMUNICATIONS ACTIVITIES :	3	4.00	1.25	0.13
F.INVESTMENT ENQUIRIES FROM CANADA :	13	1.00	0.75	0.05
FROM TERRITORIES :	31	5.50	0.50	0.13
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	12	2.50	1.25	0.10
CONNECTIONS ARRANGED :	1	0.00	0.25	0.01
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		0.50	2.25	0.10
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	2	0.00	0.00	0.00
HOST GOVERNMENT :	14	1.00	0.75	0.05
OTHER DEPARTMENT :	10	0.00	1.75	0.07
PROVINCES/MUNICIPALITIES :	13	2.50	1.25	0.10
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		35.00	2.50	0.80
LEAVE, PROFESSIONAL DEVELOP :		12.50	6.00	0.49
K.SERVICE TO OTHER MISSION PROGRAMS :		2.00	0.00	0.04
L.TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		100.00	100.00	6.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA : 26

FROM TERRIT : 23

NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA : 74

FROM TERRIT : 40

NUMBER OF PEMD APPLICATIONS COMMENTED ON : 12

NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED : 2

-LOCALLY ENGAGED : 4