

29/06/92

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 4 OF FISCAL YEAR 1991

WORLD TOTALS

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA	: 36592	16.87	25.35	98.31
FROM TERRITORIES	: 36696	10.17	17.65	65.35
B.VISITS TO CLIENTS IN TERRITORY	: 8594	9.60	8.35	40.40
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS	: 391	3.69	5.33	20.97
MISSIONS	: 465	5.75	6.53	28.13
CONFERENCE SEMINARS	: 423	2.50	2.75	11.99
OTHER	: 808	2.01	1.26	7.22
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED	: 825	3.49	1.83	11.63
POST INITIATED	: 1269	4.79	2.27	15.32
E.COMMUNICATIONS ACTIVITIES	: 451	1.90	0.65	5.46
F.INVESTMENT ENQUIRIES				
FROM CANADA	: 938	2.15	1.49	8.09
FROM TERRITORIES	: 1857	2.38	2.11	10.15
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA	: 391	0.38	1.08	3.56
CONNECTIONS ARRANGED	: 179	0.27	0.55	1.96
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST	:	2.27	1.34	7.95
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO	: 776	1.08	0.87	4.40
HOST GOVERNMENT	: 903	1.85	0.97	6.17
OTHER DEPARTMENT	: 1470	3.02	1.25	9.19
PROVINCES/MUNICIPALITIES	: 1355	2.68	1.89	10.18
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		9.31	1.72	22.87
LEAVE, PROFESSIONAL DEVELOP :		6.32	4.48	24.01
K.SERVICE TO OTHER MISSION PROGRAMS	:	4.43	0.75	10.70
L.TOURISM PROGRAM ACTIVITIES	:	2.96	9.41	29.99
***** TOTALS *****		99.87	99.88	454.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA : 1820
FROM TERRIT : 1675
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA : 10158
FROM TERRIT : 11846

NUMBER OF PEMD APPLICATIONS COMMENTED ON : 731

NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED : 198
-LOCALLY ENGAGED : 256