

TRADE TRACKING SYSTEM

90/06/20

WORKLOAD AND OFFICER SUMMARY  
ACTIVITY REPORT

FOR QUARTER 4 OF FISCAL YEAR 1989

POST : LOS ANGELES

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	1277	15.00	23.11	3.13
FROM TERRITORIES :	1855	11.28	18.77	2.48
B. VISITS TO CLIENTS IN TERRITORY :	346	11.42	11.33	1.82
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	34	4.71	8.00	1.05
MISSIONS :	10	5.28	3.66	0.70
CONFERENCE SEMINARS :	31	4.14	4.11	0.66
OTHER :	30	0.00	0.55	0.05
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	12	1.57	1.33	0.23
POST INITIATED :	73	4.42	2.11	0.50
E. COMMUNICATIONS ACTIVITIES :	11	1.57	0.00	0.11
F. INVESTMENT ENQUIRIES FROM CANADA :	21	2.71	4.22	0.57
FROM TERRITORIES :	207	5.28	3.00	0.64
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	5	0.71	0.88	0.13
CONNECTIONS ARRANGED :	2	0.28	0.00	0.02
H. PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		4.57	1.55	0.46
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	15	1.00	0.55	0.12
HOST GOVERNMENT :	45	1.42	1.00	0.19
OTHER DEPARTMENT :	28	1.57	0.77	0.18
PROVINCES/MUNICIPALITIES :	126	5.14	4.22	0.74
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		13.85	7.77	1.67
LEAVE, PROFESSIONAL DEVELOP :		1.14	3.00	0.35
K. SERVICE TO OTHER MISSION PROGRAMS :		2.85	0.00	0.20
***** TOTALS *****		99.91	99.93	16.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 189  
FROM TERRIT : 1007

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 168

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 7  
- LOCALLY-ENGAGED : 9