

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 3 OF FISCAL YEAR 1988

POST : DETROIT

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	648	22.66	26.25	1.73
FROM TERRITORIES :	293	6.66	16.25	0.85
B.VISITS TO CLIENTS IN TERRITORY :	97	10.00	17.50	1.00
C.EXPORT/TRADE/POLICY FAIRS :	8	1.66	16.25	0.70
PROJECTS AND EVENTS MISSIONS :	3	5.00	7.25	0.44
CONFERENCE SEMINARS :	3	1.66	3.75	0.20
OTHER :	2	0.33	0.25	0.02
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	7	1.00	0.75	0.06
POST INITIATED :	10	1.66	1.00	0.09
E.COMMUNICATIONS ACTIVITIES :	9	0.33	0.50	0.03
F.INVESTMENT ENQUIRIES FROM CANADA :	14	3.33	2.75	0.21
FROM TERRITORIES :	37	2.66	1.75	0.15
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	2	1.00	0.00	0.03
CONNECTIONS ARRANGED :	1	0.66	0.00	0.02
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		7.66	1.50	0.29
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	7	1.33	0.00	0.04
HOST GOVERNMENT :	5	1.00	0.00	0.03
OTHER DEPARTMENT :	35	4.33	1.00	0.17
PROVINCES/MUNICIPALITIES :	25	2.00	0.75	0.09
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		18.33	1.00	0.59
LEAVE, PROFESSIONAL DEVELOP :		1.66	1.50	0.11
K.SERVICE TO OTHER MISSION PROGRAMS :		5.00	0.00	0.15
***** TOTALS *****		99.92	100.00	7.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 285
FROM TERRIT : 201

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 8

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 3
- LOCALLY-ENGAGED : 4