

27/07/93

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 4 OF FISCAL YEAR 1992

SUB-REGION: UNITED STATES

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	7222	15.70	21.63	18.32
FROM TERRITORIES :	4655	10.14	11.58	10.40
B. VISITS TO CLIENTS IN TERRITORY :	1235	10.70	5.36	6.86
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	128	3.91	8.61	6.50
MISSIONS :	66	3.50	6.86	5.31
CONFERENCE SEMINARS :	129	4.97	3.91	4.04
OTHER :	92	3.32	1.00	1.73
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	53	1.67	0.86	1.09
POST INITIATED :	106	4.82	1.41	2.49
E. COMMUNICATIONS ACTIVITIES :	303	2.79	2.11	2.22
F. INVESTMENT ENQUIRIES				
FROM CANADA :	138	1.20	0.65	0.80
FROM TERRITORIES :	372	2.47	2.30	2.22
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	86	0.41	1.41	0.99
CONNECTIONS ARRANGED :	65	0.14	0.60	0.41
H. PARTICIP'T'N IN PROG-REL EVENTS OUTSIDE POST :		3.52	1.55	2.13
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	128	1.23	0.30	0.60
HOST GOVERNMENT :	90	0.79	0.36	0.49
OTHER DEPARTMENT :	226	1.23	0.63	0.80
PROVINCES/MUNICIPALITIES :	236	1.73	1.16	1.29
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN. :		16.26	2.76	7.19
LEAVE, PROFESSIONAL DEVELOP :		3.38	2.98	2.94
K. SERVICE TO OTHER MISSION PROGRAMS :		2.02	0.16	0.79
L. TOURISM PROGRAM ACTIVITIES :		4.00	21.71	14.39
***** TOTALS *****		99.90	99.90	94.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA :	396
	FROM TERRIT :	420
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	2679
	FROM TERRIT :	2446
NUMBER OF PEMD APPLICATIONS COMMENTED ON :		216
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	34
	-LOCALLY ENGAGED :	60