

TRADE TRACKING SYSTEM

90/04/05

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT

FOR QUARTER 3 OF FISCAL YEAR 1989

REGION : UNITED STATES

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	7414	16.37	21.71	18.33
FROM TERRITORIES :	6652	10.67	14.75	12.26
B.VISITS TO CLIENTS IN TERRITORY :	1492	10.20	9.23	9.19
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS FAIRS :	166	5.69	14.75	10.12
MISSIONS :	130	4.46	7.92	6.04
CONFERENCE SEMINARS :	130	3.74	2.19	2.75
OTHER :	85	2.23	2.30	2.16
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	127	1.55	1.51	1.46
POST INITIATED :	280	3.02	2.71	2.71
E.COMMUNICATIONS ACTIVITIES :	89	1.62	0.46	0.94
F.INVESTMENT ENQUIRIES FROM CANADA :	1051	1.34	0.57	0.88
FROM TERRITORIES :	973	3.86	1.30	2.34
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	75	0.20	0.71	0.46
CONNECTIONS ARRANGED :	33	0.51	0.11	0.28
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		6.20	5.46	5.51
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	56	0.23	0.21	0.21
HOST GOVERNMENT :	92	0.51	0.71	0.59
OTHER DEPARTMENT :	238	2.02	1.51	1.66
PROVINCES/MUNICIPALITIES :	288	1.55	2.63	2.04
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		16.58	3.19	8.79
LEAVE, PROFESSIONAL DEVELOP :		3.88	5.23	4.39
K.SERVICE TO OTHER MISSION PROGRAMS :		3.46	0.76	1.89
***** TOTALS *****		99.89	99.92	95.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 2119
FROM TERRIT : 3035

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 430

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 43
- LOCALLY-ENGAGED : 52