

20/10/93

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 1 OF FISCAL YEAR 1993

REGION	:	UNITED STATES				
			NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES	FROM CANADA	:	7802	15.94	21.76	20.48
	FROM TERRITORIES	:	6203	10.27	11.22	11.32
B. VISITS TO CLIENTS IN TERRITORY		:	1182	10.97	5.83	7.97
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS	FAIRS	:	139	3.64	8.53	7.07
	MISSIONS	:	77	1.86	6.77	5.23
	CONFERENCE SEMINARS	:	147	4.35	4.04	4.32
	OTHER	:	121	3.97	1.56	2.52
D. COMMERCIAL* ECONOMIC REPORTS	HQ REQUESTED	:	48	1.43	0.28	0.72
	POST INITIATED	:	163	3.45	1.85	2.52
E. COMMUNICATIONS ACTIVITIES		:	245	2.54	0.98	1.60
F. INVESTMENT ENQUIRIES	FROM CANADA	:	206	2.75	1.08	1.75
	FROM TERRITORIES	:	527	2.21	1.85	2.06
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA		:	102	0.83	0.70	0.78
	CONNECTIONS ARRANGED	:	31	0.08	0.47	0.35
H. PARTICIP'T'N IN PROG-REL EVENTS OUTSIDE POST		:		3.62	1.25	2.18
I. SERVICE REQUESTS FM GOV'T SOURCES	NGO	:	140	1.27	0.40	0.74
	HOST GOVERNMENT	:	88	1.10	0.29	0.61
	OTHER DEPARTMENT	:	179	1.48	0.46	0.86
	PROVINCES/MUNICIPALITIES	:	313	3.29	1.50	2.23
J. ADMINISTRATION:	PROGRAM MANAGEMENT & ADMIN.	:		17.21	4.04	9.08
	LEAVE, PROFESSIONAL DEVELOP	:		4.86	5.23	5.31
K. SERVICE TO OTHER MISSION PROGRAMS		:		1.89	0.40	0.97
L. TOURISM PROGRAM ACTIVITIES		:		0.89	19.40	13.33
***** TOTALS *****				99.90	99.89	104.00
NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA	:	508			
	FROM TERRIT	:	432			
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA	:	2631			
	FROM TERRIT	:	2933			
NUMBER OF PEMD APPLICATIONS COMMENTED ON		:	256			
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED	:	37			
	-LOCALLY ENGAGED	:	67			