

TRADE TRACKING SYSTEM

89/10/05

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 4 OF FISCAL YEAR 1988

POST : LONDON

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	667	10.12	25.80	2.10
FROM TERRITORIES :	1503	10.12	22.00	1.91
B.VISITS TO CLIENTS IN TERRITORY :	210	8.62	7.20	1.05
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS FAIRS :	9	1.00	3.20	0.24
MISSIONS :	15	11.25	2.00	1.00
CONFERENCE SEMINARS :	28	7.12	3.00	0.72
OTHER :	49	4.50	2.40	0.48
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	62	5.00	4.00	0.60
POST INITIATED :	104	7.87	2.00	0.73
E.COMMUNICATIONS ACTIVITIES :	9	0.62	0.20	0.06
F.INVESTMENT ENQUIRIES FROM CANADA :	39	1.75	0.20	0.15
FROM TERRITORIES :	77	3.37	0.80	0.31
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	0	0.00	0.00	0.00
CONNECTIONS ARRANGED :	0	0.00	0.00	0.00
H.PARTICIP'T'N IN PROG-REL EVENTS OUTSIDE POST :		2.87	0.20	0.24
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	71	0.62	3.00	0.20
HOST GOVERNMENT :	49	2.37	2.20	0.30
OTHER DEPARTMENT :	79	0.75	3.20	0.22
PROVINCES/MUNICIPALITIES :	77	3.50	3.60	0.46
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		5.62	14.00	1.15
LEAVE, PROFESSIONAL DEVELOP :		3.75	1.00	0.35
K.SERVICE TO OTHER MISSION PROGRAMS :		9.12	0.00	0.73
***** TOTALS *****		99.94	100.00	13.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 254
FROM TERRIT : 293

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 36

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 8
- LOCALLY-ENGAGED : 5