

21/02/95

Foreign Affairs and International Trade

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 2 OF FISCAL YEAR 1994

REGION : LATIN AMERICA & CARIBBEAN

| | NUMBER | % OFFICER-TIME | | TOTAL-TIME PERSON-QTR |
|--|--------|----------------|---------|--------------------------|
| | | CANADA | LOC-ENG | |
| A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA | : 9744 | 19.80 | 33.40 | 16.84 |
| FROM TERRITORIES | : 8553 | 14.30 | 21.82 | 11.36 |
| B. VISITS TO CLIENTS IN TERRITORY | : 1124 | 8.07 | 8.65 | 5.13 |
| C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS | | | | |
| FAIRS | : 34 | 4.42 | 5.97 | 3.24 |
| MISSIONS | : 30 | 4.07 | 3.42 | 2.26 |
| CONFERENCE SEMINARS | : 27 | 1.30 | 1.54 | 0.88 |
| OTHER | : 14 | 1.57 | 0.40 | 0.55 |
| D. COMMERCIAL* ECONOMIC REPORTS | | | | |
| HQ REQUESTED | : 66 | 2.38 | 1.77 | 1.24 |
| POST INITIATED | : 115 | 5.30 | 2.31 | 2.19 |
| E. COMMUNICATIONS ACTIVITIES | : 149 | 2.23 | 1.00 | 0.93 |
| F. INVESTMENT ENQUIRIES | | | | |
| FROM CANADA | : 192 | 3.46 | 2.25 | 1.69 |
| FROM TERRITORIES | : 53 | 0.88 | 0.91 | 0.55 |
| G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA | : 6 | 0.73 | 0.14 | 0.24 |
| CONNECTIONS ARRANGED | : 16 | 0.19 | 0.20 | 0.12 |
| H. PARTICIPATION IN PROG-REL EVENTS OUTSIDE POST | : 2.38 | 1.74 | 1.23 | |
| I. SERVICE REQUESTS FM GOV'T SOURCES | | | | |
| NGO | : 434 | 2.07 | 1.37 | 1.02 |
| HOST GOVERNMENT | : 160 | 1.42 | 1.31 | 0.83 |
| OTHER DEPARTMENT | : 260 | 1.92 | 1.54 | 1.04 |
| PROVINCES/MUNICIPALITIES | : 137 | 1.73 | 1.51 | 0.98 |
| J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN. | : 6.80 | 1.77 | 2.39 | |
| LEAVE, PROFESSIONAL DEVELOP | : 8.03 | 5.80 | 4.12 | |
| K. SERVICE TO OTHER MISSION PROGRAMS | : 5.50 | 0.82 | 1.72 | |
| L. TOURISM PROGRAM ACTIVITIES | : 1.34 | 0.28 | 0.45 | |
| ***** TOTALS ***** | | 99.89 | 99.92 | 61.00 |

| | | |
|--|------------------|--------|
| NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) | FROM CANADA | : 159 |
| | FROM TERRIT | : 300 |
| NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) | FROM CANADA | : 2144 |
| | FROM TERRIT | : 2048 |
| NUMBER OF PEMD APPLICATIONS COMMENTED ON | | : 74 |
| NUMBER OF OCCUPIED OFFICER POSITIONS | -CANADA BASED | : 26 |
| | -LOCALLY ENGAGED | : 35 |