

TRADE TRACKING SYSTEM

90/01/22

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 2 OF FISCAL YEAR 1989

POST : LOS ANGELES

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES				
FROM CANADA :	758	7.66	22.66	1.82
FROM TERRITORIES :	1392	9.16	18.83	1.68
B. VISITS TO CLIENTS IN TERRITORY :	349	11.50	22.66	2.05
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	23	4.33	9.33	0.82
MISSIONS :	10	1.66	5.50	0.43
CONFERENCE SEMINARS :	10	2.83	0.33	0.19
OTHER :	6	0.66	2.83	0.21
D. COMMERCIAL* ECONOMIC REPORTS				
HQ REQUESTED :	6	1.83	0.16	0.12
POST INITIATED :	118	10.00	1.50	0.69
E. COMMUNICATIONS ACTIVITIES :	6	1.33	0.00	0.08
F. INVESTMENT ENQUIRIES				
FROM CANADA :	37	0.66	0.33	0.06
FROM TERRITORIES :	308	4.33	0.33	0.28
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	7	0.33	0.33	0.04
CONNECTIONS ARRANGED :	3	0.33	0.33	0.04
H. PARTICIP'T'N IN PROG-REL EVENTS OUTSIDE POST :		3.00	0.16	0.19
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	11	0.16	0.16	0.02
HOST GOVERNMENT :	17	1.16	0.66	0.11
OTHER DEPARTMENT :	7	0.16	0.33	0.03
PROVINCES/MUNICIPALITIES :	17	2.16	3.00	0.31
J. ADMINISTRATION:				
PROGRAM MANAGEMENT & ADMIN.:		13.66	7.00	1.24
LEAVE, PROFESSIONAL DEVELOP :		22.16	3.33	1.53
K. SERVICE TO OTHER MISSION PROGRAMS :		0.83	0.16	0.06
***** TOTALS *****		99.90	99.92	12.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 146
FROM TERRIT : 161

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 118

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 6
- LOCALLY-ENGAGED : 6