

02/06/92

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 3 OF FISCAL YEAR 1991

WORLD TOTALS

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA	: 33058	16.02	22.67	89.61
FROM TERRITORIES	: 41689	9.69	17.57	64.08
B.VISITS TO CLIENTS IN TERRITORY	: 10108	10.56	9.23	44.46
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS	: 395	3.70	5.98	22.61
MISSIONS	: 508	6.79	6.76	30.70
CONFERENCE SEMINARS	: 480	3.23	2.80	13.54
OTHER	: 627	1.65	1.32	6.65
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED	: 726	3.55	1.61	11.14
POST INITIATED	: 1361	4.65	2.99	16.84
E.COMMUNICATIONS ACTIVITIES	: 683	2.35	0.87	6.87
F.INVESTMENT ENQUIRIES				
FROM CANADA	: 1036	2.35	1.23	7.80
FROM TERRITORIES	: 1847	2.04	1.85	8.76
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA	: 472	0.44	0.91	3.21
CONNECTIONS ARRANGED	: 271	0.34	0.75	2.60
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST	:	2.25	2.81	11.65
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO	: 661	0.83	0.64	3.30
HOST GOVERNMENT	: 1169	1.94	1.32	7.21
OTHER DEPARTMENT	: 1596	3.44	1.72	11.20
PROVINCES/MUNICIPALITIES	: 1095	2.17	1.57	8.31
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		9.19	2.39	24.24
LEAVE, PROFESSIONAL DEVELOP :		6.26	4.91	24.94
K.SERVICE TO OTHER MISSION PROGRAMS	:	3.97	0.90	10.14
L.TOURISM PROGRAM ACTIVITIES	:	2.48	7.12	23.14
***** TOTALS *****		99.89	99.92	453.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA	: 2527
	FROM TERRIT	: 2500
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA	: 8987
	FROM TERRIT	: 20323
NUMBER OF PEMD APPLICATIONS COMMENTED ON	:	781
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED	: 197
	-LOCALLY ENGAGED	: 256