

TRADE TRACKING SYSTEM

90/01/22

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 2 OF FISCAL YEAR 1989

POST : BOSTON

| | NUMBER | % OFFICER-TIME | | TOTAL-TIME PERSON-QTR |
|---|--------|----------------|---------|--------------------------|
| | | CANADA | LOC-ENG | |
| A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA : | 420 | 7.50 | 30.25 | 1.36 |
| FROM TERRITORIES : | 221 | 7.50 | 9.50 | 0.53 |
| B.VISITS TO CLIENTS IN TERRITORY : | 6 | 5.00 | 5.25 | 0.31 |
| C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS | | | | |
| FAIRS : | 3 | 0.00 | 1.00 | 0.04 |
| MISSIONS : | 8 | 10.00 | 31.25 | 1.45 |
| CONFERENCE SEMINARS : | 1 | 0.00 | 0.50 | 0.02 |
| OTHER : | 0 | 0.00 | 0.00 | 0.00 |
| D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED : | 0 | 0.00 | 0.00 | 0.00 |
| POST INITIATED : | 2 | 2.50 | 0.00 | 0.05 |
| E.COMMUNICATIONS ACTIVITIES : | 6 | 0.00 | 1.25 | 0.05 |
| F.INVESTMENT ENQUIRIES | | | | |
| FROM CANADA : | 0 | 0.00 | 0.00 | 0.00 |
| FROM TERRITORIES : | 35 | 2.50 | 1.25 | 0.10 |
| G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA : | 8 | 0.00 | 5.00 | 0.20 |
| CONNECTIONS ARRANGED : | 0 | 0.00 | 0.00 | 0.00 |
| H.PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST : | | 0.00 | 0.00 | 0.00 |
| I.SERVICE REQUESTS FM GOV'T SOURCES | | | | |
| NGO : | 0 | 0.00 | 0.00 | 0.00 |
| HOST GOVERNMENT : | 0 | 0.00 | 0.00 | 0.00 |
| OTHER DEPARTMENT : | 1 | 1.00 | 0.00 | 0.02 |
| PROVINCES/MUNICIPALITIES : | 11 | 6.50 | 2.50 | 0.23 |
| J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.: | | 12.50 | 2.50 | 0.35 |
| LEAVE, PROFESSIONAL DEVELOP : | | 7.50 | 9.75 | 0.54 |
| K.SERVICE TO OTHER MISSION PROGRAMS : | | 37.50 | 0.00 | 0.75 |
| ***** TOTALS ***** | | 100.00 | 100.00 | 6.00 |

NUMBER OF BUSINESS VISITORS FROM CANADA : 225
FROM TERRIT : 20

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 26

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 2
- LOCALLY-ENGAGED : 4