

27/07/93

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 4 OF FISCAL YEAR 1992

POST : DETROIT

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	564	10.50	39.50	1.00
FROM TERRITORIES :	308	8.00	13.50	0.43
B. VISITS TO CLIENTS IN TERRITORY :	36	2.50	7.00	0.19
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	1	1.00	5.00	0.12
MISSIONS :	3	1.50	6.50	0.16
CONFERENCE SEMINARS :	4	3.50	5.00	0.17
OTHER :	11	4.00	0.00	0.08
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	1	0.00	0.00	0.00
POST INITIATED :	5	3.00	0.00	0.06
E. COMMUNICATIONS ACTIVITIES :	4	7.50	0.00	0.15
F. INVESTMENT ENQUIRIES FROM CANADA :	7	1.00	1.00	0.04
FROM TERRITORIES :	10	1.00	1.00	0.04
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	2	1.50	1.00	0.05
CONNECTIONS ARRANGED :	0	0.00	0.00	0.00
H. PARTICIP'T'N IN PROG-REL EVENTS OUTSIDE POST :		1.00	0.50	0.03
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	0	0.00	0.00	0.00
HOST GOVERNMENT :	18	0.00	4.00	0.08
OTHER DEPARTMENT :	12	0.00	0.50	0.01
PROVINCES/MUNICIPALITIES :	10	3.50	0.50	0.08
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		43.00	7.50	1.01
LEAVE, PROFESSIONAL DEVELOP :		7.00	4.00	0.22
K. SERVICE TO OTHER MISSION PROGRAMS :		0.50	2.00	0.05
L. TOURISM PROGRAM ACTIVITIES :		0.00	1.50	0.03
***** TOTALS *****		100.00	100.00	4.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA :	14
	FROM TERRIT :	2
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	141
	FROM TERRIT :	36
NUMBER OF PEMD APPLICATIONS COMMENTED ON :		13
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	2
	-LOCALLY ENGAGED :	2