

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 4 OF FISCAL YEAR 1989

90/06/20

POST : DETROIT

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	606	15.33	20.66	1.08
FROM TERRITORIES :	640	19.33	17.33	1.10
B.VISITS TO CLIENTS IN TERRITORY :	34	12.66	6.00	0.56
C.EXPORT/TRADE/POLICY FAIRS :	8	2.00	11.00	0.39
PROJECTS AND EVENTS MISSIONS :	3	1.00	15.33	0.49
CONFERENCE SEMINARS :	6	3.33	3.33	0.20
OTHER :	5	2.66	3.33	0.18
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	0	0.00	0.00	0.00
POST INITIATED :	12	8.33	6.66	0.45
E.COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F.INVESTMENT ENQUIRIES FROM CANADA :	19	0.00	2.00	0.06
FROM TERRITORIES :	34	0.33	3.66	0.12
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	0	0.00	0.00	0.00
CONNECTIONS ARRANGED :	0	0.00	0.00	0.00
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		0.66	3.33	0.12
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	0	0.00	0.00	0.00
HOST GOVERNMENT :	11	1.66	2.33	0.12
OTHER DEPARTMENT :	144	2.00	2.66	0.14
PROVINCES/MUNICIPALITIES :	5	3.33	0.66	0.12
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		20.00	1.66	0.65
LEAVE, PROFESSIONAL DEVELOP :		2.33	0.00	0.07
K.SERVICE TO OTHER MISSION PROGRAMS :		5.00	0.00	0.15
***** TOTALS *****		99.95	99.94	6.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 271
FROM TERRIT : 190

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 28

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 3
- LOCALLY-ENGAGED : 3