

20/10/93

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 1 OF FISCAL YEAR 1993

POST : LOS ANGELES

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	959	22.50	19.87	2.94
FROM TERRITORIES :	1237	16.00	15.12	2.17
B.VISITS TO CLIENTS IN TERRITORY :	184	14.83	7.87	1.52
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	15	0.83	8.00	0.69
MISSIONS :	6	1.66	6.25	0.60
CONFERENCE SEMINARS :	29	5.50	5.25	0.75
OTHER :	29	2.50	1.62	0.28
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	18	1.83	0.75	0.17
POST INITIATED :	32	2.33	2.87	0.37
E.COMMUNICATIONS ACTIVITIES :	24	4.66	1.12	0.37
F.INVESTMENT ENQUIRIES				
FROM CANADA :	52	4.16	0.62	0.30
FROM TERRITORIES :	169	3.16	3.37	0.46
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	14	0.83	0.62	0.10
CONNECTIONS ARRANGED :	4	0.00	0.62	0.05
H.PARTICIPATION IN PROG-REL EVENTS OUTSIDE POST :		2.00	1.12	0.21
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	14	0.66	0.75	0.10
HOST GOVERNMENT :	0	0.00	0.00	0.00
OTHER DEPARTMENT :	7	1.66	1.25	0.20
PROVINCES/MUNICIPALITIES :	33	2.16	2.00	0.29
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		10.00	13.50	1.68
LEAVE, PROFESSIONAL DEVELOP :		1.66	7.12	0.67
K.SERVICE TO OTHER MISSION PROGRAMS :		1.00	0.25	0.08
L.TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		99.93	99.94	14.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA : 149

FROM TERRIT : 107

NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA : 605

FROM TERRIT : 133

NUMBER OF PEMD APPLICATIONS COMMENTED ON : 75

NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED : 6

-LOCALLY ENGAGED : 8