

22/08/84

Foreign Affairs and International Trade

T3RPT03E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SURVEY ACTIVITY REPORT
FOR QUARTER 4 OF FINANCIAL YEAR 1983

WORLD TOTALS

	NUMBER	% OFFICER-TIME CANADA	% OFFICER-TIME LOC-ENG	TOTAL-TIME PERIOD-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	41825	15.78	34.55	92.53
FROM TERRITORIES :	48903	9.54	17.53	62.51
B. VISITS TO CLIENTS IN TERRITORY :	5239	9.56	8.92	40.51
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
RAIRS :	375	4.23	5.90	22.36
MISSIONS :	473	5.32	6.42	28.55
CONFERENCE SEMINARS :	403	3.59	2.32	11.45
OTHER :	387	2.56	2.05	9.93
D. COMMERCIAL* ECONOMIC REPORTS NO REQUESTED :	719	3.06	1.67	9.82
		5.58	1.22	18.35
E. COMMUNICATIONS ACTIVITIES :	933	2.46	1.22	7.60
F. INVESTMENT ENQUIRIES				
SECTION II :	895	1.65	1.13	5.44
FROM TERRITORIES :	1289	2.03	1.08	8.79
G. TECHNOLOGY INFLOW PROGRAM EXPORTS FROM CANADA :	184	0.50	1.07	1.76
CORN :	57	0.25	0.56	2.22
H. PARTICIPATION IN PROG-REL EVENTS OUTSIDE POST :		2.42	1.23	7.55
I. SERVICE REQUESTS FROM GOV'T SOURCES				
GOV'T :	701	1.25	0.84	4.44
POST GOVERNMENT :	925	1.82	1.35	6.63
OTHER DEPARTMENT :	1759	3.82	1.71	10.80
PROVINCE/MUNICIPALITIES :	1543	2.60	1.62	9.24
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN. :		9.55	2.75	34.15
LEAVE, PROFESSIONAL DEVELOP :		6.32	3.67	20.35
K. SERVICE TO OTHER MISSION PROGRAMS :		4.15	0.60	8.97
L. TOURISM PROGRAM ACTIVITIES :		1.26	6.83	20.24
***** TOTALS *****		94.90	92.25	439.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA : 2239
FROM TERRIT : 1935

NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA : 10148
FROM TERRIT : 11584

NUMBER OF FIRM APPLICATIONS COMPLETED ON : 715

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA BASED : 375
- LOCALLY ENGAGED : 261