

TREPT03E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 3 OF FINANCIAL YEAR 1990

REGION : LATIN AMERICA & CARIBBEAN

LATIN AMERICA & CARIBBEAN

% OFFICER-TIME TOTAL-TIME
CANADA LOG-HAG PERSON-QTR

Activity	From	Count	Canada %	Log-Hag %	Total %
A. EXPORT/TRADE/POLICY ENQUIRIES	FROM CANADA	7290	18.92	27.67	14.38
	FROM TERRITORIES	8058	11.53	20.23	9.84
B. VISITS TO CLIENTS IN TERRITORY		1371	10.19	10.70	6.39
LGT					
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS	FAIRS	40	3.23	6.17	4.14
	BOGOTA	44	6.36	2.07	3.84
	BRASILIA	57	3.62	3.09	1.37
	BRIDGETOWN	46	1.75	1.05	1.05
	BUENOS AIRES	53	1.80	1.32	0.92
	CARACAS	264	6.57	3.41	3.41
	GUATEMALA				
	HAVANA	189	3.19	11.52	11.52
	KINGSTON				
	LIMA	144	1.50	0.50	0.50
	MEXICO	4	4.36	0.47	0.26
	PORT OF SPAIN	1	0.15	0.03	0.06
	SAN JOSE	0	0.11	0.00	0.03
	SANTIAGO				
	SAO PAULO		3.33	0.35	0.76
D. COMMERCIAL & ECONOMIC REPORTS	NGO	150	1.26	0.93	0.85
	POST GOVERNMENT	115	1.75	0.91	0.77
	OTHER DEPARTMENT	219	0.26	1.39	0.93
	PROVINCES/MUNICIPALITIES	1346	0.00	1.55	1.08
E. COMMUNICATIONS ACTIVITIES					
F. INVESTMENT ENQUIRIES					
G. TECHNOLOGY INFLOW PROGRAM ENQUIRIES					
H. PARTICIPATION IN PROG-REL EVENTS OUT					
I. SERVICE REQUESTS FM GOV'T SOURCES					
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN					
LEAVE, PROFESSIONAL DEVELOP					
K. SERVICE TO OTHER MISSION PROGRAMS					
L. TOURISM PROGRAM ACTIVITIES					
***** TOTALS *****			18.89	29.31	40.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA : 168
 FROM TERRIT : 378
 NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA : 2169
 FROM TERRIT : 3476
 NUMBER OF FIRM APPLICATIONS COMPLETED : 84
 NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA BASED : 26
 - LOCALLY ENGAGED : 34