

TRADE TRACKING SYSTEM

87/09/18

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 1 OF FISCAL YEAR 1987

POST : HARARE

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT ENQUIRIES				
FROM CANADA :	183	20.00	20.00	0.40
FROM TERRITORIES :	294	5.00	30.00	0.35
B. VISITS TO CLIENTS IN TERRITORY	37	0.00	10.00	0.10
C. EXPORT PROMOTION PROJECTS & EVENTS				
FAIRS :	1	10.00	5.00	0.15
MISSIONS :	1	10.00	5.00	0.15
OTHER :	2	0.00	5.00	0.05
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED	2	0.00	5.00	0.05
E. INVESTMENT/PROMOTION ENQUIRIES				
FROM CANADA :	2	5.00	0.00	0.05
FROM TERRITORIES :	0	0.00	0.00	0.00
F. TECHNOLOGY INFLOW PROGRAM ENGR'S FRM CANADA	0	0.00	0.00	0.00
CONNECTIONS ARRANGED :	0	0.00	0.00	0.00
G. PARTICIP'T'N IN PROG-RELATED EVENTS IN CANADA	0	0.00	0.00	0.00
H. SERVICE REQUESTS FM GOV'T SOURCES-DEA REPTS	3	5.00	0.00	0.05
FROM OTHER GOV'T SOURCES- CONTACTS :	14	5.00	5.00	0.10
- REPORTS :	0	0.00	0.00	0.00
I. ADMINISTRATION:				
PROGRAM MANAGEMENT & ADMIN. :		10.00	0.00	0.10
LEAVE, PROFESSIONAL DEVELOP :		20.00	0.00	0.20
J. SERVICE TO OTHER MISSION PROGRAMS		10.00	15.00	0.25
***** TOTALS *****		100.00	100.00	2.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 26
FROM TERRIT : 132

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 0

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 1
- LOCALLY-ENGAGED : 1