

TRADE TRACKING SYSTEM

87/12/23

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 2 OF FISCAL YEAR 1987

POST : MANILA

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT ENQUIRIES				
FROM CANADA	415	21.50	26.50	0.96
FROM TERRITORIES	229	10.00	15.00	0.50
B. VISITS TO CLIENTS IN TERRITORY VISITS	116	9.00	17.50	0.53
C. EXPORT PROMOTION PROJECTS & EVENTS				
FAIRS	0	0.00	0.00	0.00
MISSIONS	4	5.00	13.00	0.36
OTHER	6	1.50	0.00	0.03
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED	6	3.50	2.50	0.12
E. INVESTMENT/PROMOTION ENQUIRIES				
FROM CANADA	3	0.00	0.00	0.00
FROM TERRITORIES	11	0.00	1.50	0.03
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	1	0.00	15.00	0.30
H. SERVICE REQUESTS FM GOV'T SOURCES-DEA REPTS	18	6.00	0.00	0.12
FROM OTHER GOV'T SOURCES-CONSULTS	102	3.00	9.00	0.28
- REPORTS	17	3.00	0.00	0.06
I. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.		7.50	0.00	0.15
LEAVE, PROFESSIONAL DEVELOP		26.00	0.00	0.52
J. SERVICE TO OTHER MISSION PROGRAMS		2.00	0.00	0.04
***** TOTALS *****		100.00	100.00	4.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 66
FROM TERRIT : 80

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 6

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 2
- LOCALLY-ENGAGED : 2