

TRADE TRACKING SYSTEM

88/03/16

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 3 OF FISCAL YEAR 1987

POST : MOSCOW

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT ENQUIRIES				
FROM CANADA	630	21.66	41.00	1.47
FROM TERRITORIES	0	0.00	0.00	0.00
B. VISITS TO CLIENTS IN TERRITORY	80	10.00	0.00	0.30
C. EXPORT PROMOTION PROJECTS & EVENTS				
FAIRS	3	3.33	7.50	0.25
MISSIONS	24	11.66	19.00	0.73
OTHER	1	0.00	0.00	0.00
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED	13	6.66	0.00	0.20
E. INVESTMENT/PROMOTION ENQUIRIES				
FROM CANADA	0	0.00	0.00	0.00
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. PARTICPT'N IN PROG-RELATED EVENTS IN CANADA	1	10.00	0.00	0.30
H. SERVICE REQUESTS FM GOV'T SOURCES-DEA REPTS	56	8.33	0.00	0.25
FROM OTHER GOV'T SOURCES- CONTACTS	170	3.33	12.50	0.35
- REPORTS	49	10.00	7.50	0.45
I. ADMINISTRATION:				
PROGRAM MANAGEMENT & ADMIN.		5.00	0.00	0.15
LEAVE, PROFESSIONAL DEVELOP		10.00	12.50	0.55
J. SERVICE TO OTHER MISSION PROGRAMS		0.00	0.00	0.00
***** TOTALS *****		99.97	100.00	5.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 150
FROM TERRIT : 5

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 11

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 3
- LOCALLY-ENGAGED : 2