

TRADE TRACKING SYSTEM

88/03/16

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 3 OF FISCAL YEAR 1987

POST : YAOUNDE

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT ENQUIRIES				
FROM CANADA :	212	24.00	30.00	0.78
FROM TERRITORIES :	52	11.50	5.00	0.28
B. VISITS TO CLIENTS IN TERRITORY	72	17.50	19.00	0.54
C. EXPORT PROMOTION PROJECTS & EVENTS				
FAIRS :	0	0.00	0.00	0.00
MISSIONS :	2	6.50	5.00	0.18
OTHER :	1	1.50	0.00	0.03
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED :	7	6.50	16.00	0.29
E. INVESTMENT/PROMOTION ENQUIRIES				
FROM CANADA :	10	7.00	0.00	0.14
FROM TERRITORIES :	0	0.00	0.00	0.00
F. TECHNOLOGY INFLOW PROGRAM ENGR'S FRM CANADA				
CONNECTIONS ARRANGED :	0	0.00	0.00	0.00
G. PARTICPT'N IN PROG-RELATED EVENTS IN CANADA :	1	5.00	0.00	0.10
H. SERVICE REQUESTS FM GOV'T SOURCES-DEA REPTS				
FROM OTHER GOV'T SOURCES- CONTACTS :	2	5.00	0.00	0.10
- REPORTS :	8	4.00	0.00	0.08
- REPORTS :	3	0.00	0.00	0.00
I. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN. :		7.50	0.00	0.15
LEAVE, PROFESSIONAL DEVELOP :		0.00	25.00	0.25
J. SERVICE TO OTHER MISSION PROGRAMS :		4.00	0.00	0.08
***** TOTALS *****		100.00	100.00	3.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 65
FROM TERRIT : 45

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 7

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 2
- LOCALLY-ENGAGED : 1