

TRADE TRACKING SYSTEM

88/03/16

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 3 OF FISCAL YEAR 1987

POST : ROME

		NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT ENQUIRIES	FROM CANADA :	285	28.33	44.50	1.74
	FROM TERRITORIES :	63	4.33	12.50	0.38
B. VISITS TO CLIENTS IN TERRITORY	VISITS :	37	3.33	15.00	0.40
C. EXPORT PROMOTION PROJECTS & EVENTS	FAIRS :	0	0.00	0.00	0.00
	MISSIONS :	0	0.00	0.00	0.00
	OTHER :	2	1.66	0.00	0.05
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED	:	21	7.66	6.00	0.35
E. INVESTMENT/PROMOTION ENQUIRIES	FROM CANADA :	4	0.66	1.00	0.04
	FROM TERRITORIES :	6	2.66	0.00	0.08
F. TECHNOLOGY INFLOW PROGRAM ENGR'S FRM CANADA	:	3	0.66	2.50	0.07
	CONNECTIONS ARRANGED :	0	0.00	0.00	0.00
G. PARTICIP'TN IN PROG-RELATED EVENTS IN CANADA	:	1	1.66	3.00	0.11
H. SERVICE REQUESTS FM GOV'T SOURCES-DEA REPTS	:	40	16.66	2.50	0.55
	FROM OTHER GOV'T SOURCES- CONTACTS :	40	8.33	6.00	0.37
	- REPORTS :	0	0.00	0.00	0.00
I. ADMINISTRATION:	PROGRAM MANAGEMENT & ADMIN. :		14.00	1.50	0.45
	LEAVE, PROFESSIONAL DEVELOP :		5.00	4.00	0.23
J. SERVICE TO OTHER MISSION PROGRAMS	:		5.00	1.50	0.18
***** TOTALS *****			99.94	100.00	5.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 49
FROM TERRIT : 81

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 0

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