

TRADE TRACKING SYSTEM

90/10/03

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 1 OF FISCAL YEAR 1990

POST : LAGOS

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	410	14.00	35.00	1.33
FROM TERRITORIES :	500	7.50	43.33	1.45
B. VISITS TO CLIENTS IN TERRITORY :	174	15.00	15.33	0.76
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	0	0.00	0.00	0.00
MISSIONS :	0	0.00	0.00	0.00
CONFERENCE SEMINARS :	1	10.00	0.00	0.20
OTHER :	1	0.00	0.33	0.01
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	2	1.00	0.33	0.03
POST INITIATED :	7	5.00	0.33	0.11
E. COMMUNICATIONS ACTIVITIES :	1	1.00	0.00	0.02
F. INVESTMENT ENQUIRIES				
FROM CANADA :	3	2.00	0.00	0.04
FROM TERRITORIES :	9	1.50	0.00	0.03
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	0	0.00	0.00	0.00
CONNECTIONS ARRANGED :	0	0.00	0.00	0.00
H. PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		0.00	0.00	0.00
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	7	1.00	1.66	0.07
HOST GOVERNMENT :	8	2.50	1.00	0.08
OTHER DEPARTMENT :	30	7.50	2.00	0.21
PROVINCES/MUNICIPALITIES :	4	0.50	0.00	0.01
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		8.00	0.00	0.16
LEAVE, PROFESSIONAL DEVELOP :		10.00	0.00	0.20
K. SERVICE TO OTHER MISSION PROGRAMS :		13.50	0.66	0.29
L. TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		100.00	99.97	5.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 41
FROM TERRIT : 193

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 9

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