

TRADE TRACKING SYSTEM

89/05/12

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT

FOR QUARTER 3 OF FISCAL YEAR 1988

POST : LYON

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	30	1.00	22.00	0.23
FROM TERRITORIES :	44	2.00	27.00	0.29
B.VISITS TO CLIENTS IN TERRITORY :	30	8.00	9.00	0.17
C.EXPORT/TRADE/POLICY FAIRS :	6	1.00	28.00	0.29
PROJECTS AND EVENTS MISSIONS :	3	6.00	2.00	0.08
CONFERENCE SEMINARS :	3	2.00	4.00	0.06
OTHER :	0	0.00	0.00	0.00
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	0	0.00	0.00	0.00
POST INITIATED :	0	0.00	0.00	0.00
E.COMMUNICATIONS ACTIVITIES :	0	1.00	0.00	0.01
F.INVESTMENT ENQUIRIES FROM CANADA :	2	10.00	0.00	0.10
FROM TERRITORIES :	15	30.00	0.00	0.30
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	7	2.00	0.00	0.02
CONNECTIONS ARRANGED :	3	1.00	0.00	0.01
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		3.00	2.00	0.05
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	0	0.00	0.00	0.00
HOST GOVERNMENT :	0	0.00	0.00	0.00
OTHER DEPARTMENT :	1	1.00	0.00	0.01
PROVINCES/MUNICIPALITIES :	3	2.00	0.00	0.02
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		20.00	5.00	0.25
LEAVE, PROFESSIONAL DEVELOP :		0.00	1.00	0.01
K.SERVICE TO OTHER MISSION PROGRAMS :		10.00	0.00	0.10
***** TOTALS *****		100.00	100.00	2.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 50
FROM TERRIT : 63

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 0

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