

TRADE TRACKING SYSTEM

87/12/23

WORKLOAD AND OFFICER SUMMARY  
ACTIVITY REPORT

FOR QUARTER 2 OF FISCAL YEAR 1987

POST : KUALA LAMPUR

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT ENQUIRIES				
FROM CANADA	522	18.00	42.00	0.96
FROM TERRITORIES	322	8.66	21.00	0.47
B. VISITS TO CLIENTS IN TERRITORY	142	13.33	2.00	0.42
C. EXPORT PROMOTION PROJECTS & EVENTS				
FAIRS	7	0.66	0.00	0.02
MISSIONS	17	11.66	8.00	0.43
OTHER	13	1.33	0.00	0.04
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED	37	4.33	0.00	0.13
E. INVESTMENT/PROMOTION ENQUIRIES				
FROM CANADA	2	0.00	0.00	0.00
FROM TERRITORIES	6	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. PARTICIP'TN IN PROG-RELATED EVENTS IN CANADA	2	5.33	0.00	0.16
H. SERVICE REQUESTS FM GOV'T SOURCES-DEA REPTS	14	4.33	8.00	0.21
FROM OTHER GOV'T SOURCES- CONTACTS	132	5.00	2.00	0.17
- REPORTS	31	1.66	0.00	0.05
I. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.		10.33	8.00	0.39
LEAVE, PROFESSIONAL DEVELOP		14.00	9.00	0.51
J. SERVICE TO OTHER MISSION PROGRAMS		1.33	0.00	0.04
***** TOTALS *****		99.95	100.00	4.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 113  
FROM TERRIT : 115

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 10

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 3  
- LOCALLY-ENGAGED : 1