

TRADE TRACKING SYSTEM

87/09/18

WORKLOAD AND OFFICER SUMMARY  
ACTIVITY REPORT

FOR QUARTER 1 OF FISCAL YEAR 1987

POST : CHICAGO

	NUMBER	% OFFICER-TIME CANADA	TOTAL-TIME LOC-ENG	PERSON-QTR
A. EXPORT ENQUIRIES				
FROM CANADA :	163	15.66	5.00	0.62
FROM TERRITORIES :	223	14.00	10.66	0.74
B. VISITS TO CLIENTS IN TERRITORY VISITS :	16	2.66	1.66	0.13
C. EXPORT PROMOTION PROJECTS & EVENTS				
FAIRS :	12	3.66	34.33	1.14
MISSIONS :	8	3.33	1.66	0.15
OTHER :	18	2.33	4.00	0.19
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED :	9	1.00	4.66	0.17
E. INVESTMENT/PROMOTION ENQUIRIES				
FROM CANADA :	0	1.66	0.00	0.05
FROM TERRITORIES :	339	15.66	9.66	0.76
F. TECHNOLOGY INFLOW PROGRAM ENGR'S FRM CANADA :	3	0.33	0.00	0.01
CONNECTIONS ARRANGED :	0	0.00	0.00	0.00
G. PARTICPT'N IN PROG-RELATED EVENTS IN CANADA :	0	0.00	0.00	0.00
H. SERVICE REQUESTS FM GOV'T SOURCES-DEA REPTS :	14	1.66	1.33	0.09
FROM OTHER GOV'T SOURCES- CONTACTS :	19	1.00	0.66	0.05
- REPORTS :	3	0.33	0.33	0.02
I. ADMINISTRATION:				
PROGRAM MANAGEMENT & ADMIN. :		12.33	5.00	0.52
LEAVE, PROFESSIONAL DEVELOP :		13.00	21.00	1.02
J. SERVICE TO OTHER MISSION PROGRAMS :		11.33	0.00	0.34
***** TOTALS *****		99.94	99.95	6.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 222  
FROM TERRIT : 259

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 44

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