

TRADE TRACKING SYSTEM

87/09/18

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 1 OF FISCAL YEAR 1987

POST : ISLAMABAD

	NUMBER	% OFFICER-TIME CANADA	LOD-ENG	TOTAL-TIME PERSON-GTR
A. EXPORT ENQUIRIES				
FROM CANADA	: 225	20.00	22.50	0.65
FROM TERRITORIES	: 160	15.00	21.50	0.58
B. VISITS TO CLIENTS IN TERRITORY	VISITS : 17	10.00	3.50	0.17
C. EXPORT PROMOTION PROJECTS & EVENTS				
FAIRS	: 2	5.00	2.50	0.10
MISSIONS	: 2	5.00	2.50	0.10
OTHER	: 0	0.00	0.00	0.00
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED	: 3	5.00	2.50	0.10
E. INVESTMENT/PROMOTION ENQUIRIES				
FROM CANADA	: 2	1.00	0.00	0.01
FROM TERRITORIES	: 4	4.00	1.50	0.07
F. TECHNOLOGY INFLOW PROGRAM ENQR'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	0.00	31.50	0.63
H. SERVICE REQUESTS FM GOV'T SOURCES-DEA REPTS	: 0	5.00	4.00	0.13
FROM OTHER GOV'T SOURCES- CONTACTS	: 17	5.00	4.50	0.14
- REPORTS	: 0	0.00	0.00	0.00
I. ADMINISTRATION:				
PROGRAM MANAGEMENT & ADMIN.	: 10.00	2.50	0.15	
LEAVE, PROFESSIONAL DEVELOP	: 10.00	1.00	0.12	
J. SERVICE TO OTHER MISSION PROGRAMS	: 5.00	0.00	0.05	
***** TOTALS *****		100.00	100.00	3.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 44
FROM TERRIT : 65

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 5

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 1
- LOCALLY-ENGAGED : 2