

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 2 OF FISCAL YEAR 1990

91/01/09

POST : LAGOS

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	300	27.50	30.00	1.45
FROM TERRITORIES :	495	21.00	41.33	1.66
B. VISITS TO CLIENTS IN TERRITORY :	152	13.50	18.33	0.82
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 :	0	0.00	0.00	0.00
OTHER :	0	0.00	0.00	0.00
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	1	0.50	0.00	0.01
POST INITIATED :	2	1.00	0.00	0.02
E. COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F. INVESTMENT ENQUIRIES				
FROM CANADA :	3	0.00	0.00	0.00
FROM TERRITORIES :	9	0.50	0.00	0.01
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 :	9	0.00	1.66	0.05
HOST GOVERNMENT :	10	0.50	2.00	0.07
OTHER DEPARTMENT :	26	0.50	2.33	0.08
PROVINCES/MUNICIPALITIES :	0	0.00	0.00	0.00
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN. :		10.00	0.66	0.22
LEAVE, PROFESSIONAL DEVELOP :		21.50	0.00	0.43
K. SERVICE TO OTHER MISSION PROGRAMS :		3.50	3.66	0.18
L. TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		100.00	99.97	5.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 31
FROM TERRIT : 250

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 7

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