

TRADE TRACKING SYSTEM

88/03/16

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 3 OF FISCAL YEAR 1987

POST : BERNE

		NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT ENQUIRIES	FROM CANADA	: 148	15.00	33.50	0.97
	FROM TERRITORIES	: 101	8.50	22.50	0.62
B. VISITS TO CLIENTS IN TERRITORY	VISITS	: 10	0.00	2.00	0.04
C. EXPORT PROMOTION PROJECTS & EVENTS	FAIRS	: 6	32.50	9.00	0.83
	MISSIONS	: 6	5.00	4.50	0.19
	OTHER	: 2	0.00	1.50	0.03
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED		: 1	0.00	0.50	0.01
E. INVESTMENT/PROMOTION ENQUIRIES	FROM CANADA	: 2	0.00	0.00	0.00
	FROM TERRITORIES	: 32	5.00	0.00	0.10
F. TECHNOLOGY INFLOW PROGRAM ENGR'S FRM CANADA		: 27	2.50	2.50	0.10
	CONNECTIONS ARRANGED	: 1	0.00	0.00	0.00
G. PARTICIP'TN IN PROG-RELATED EVENTS IN CANADA		: 1	1.00	0.00	0.02
H. SERVICE REQUESTS FM GOV'T SOURCES-DEA REPTS		: 0	0.50	0.50	0.02
	FROM OTHER GOV'T SOURCES- CONTACTS	: 0	12.50	0.00	0.25
	- REPORTS	: 8	0.00	3.50	0.07
I. ADMINISTRATION:	PROGRAM MANAGEMENT & ADMIN.		13.50	5.00	0.37
	LEAVE, PROFESSIONAL DEVELOP		0.00	14.00	0.28
J. SERVICE TO OTHER MISSION PROGRAMS			4.00	1.00	0.10
***** TOTALS *****			100.00	100.00	4.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 214
FROM TERRIT : 19

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 3

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