

TRADE TRACKING SYSTEM

88/03/16

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 3 OF FISCAL YEAR 1987

POST : NEW DELHI

		NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT ENQUIRIES	FROM CANADA	: 717	15.20	29.00	1.92
	FROM TERRITORIES	: 1595	11.20	35.75	1.99
B. VISITS TO CLIENTS IN TERRITORY	VISITS	: 368	14.00	10.00	1.10
C. EXPORT PROMOTION PROJECTS & EVENTS	FAIRS	: 0	0.00	0.00	0.00
	MISSIONS	: 4	10.20	10.00	0.91
	OTHER	: 5	5.40	3.00	0.39
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED		: 52	5.40	2.00	0.35
E. INVESTMENT/PROMOTION ENQUIRIES	FROM CANADA	: 44	3.40	0.00	0.17
	FROM TERRITORIES	: 69	5.20	0.50	0.28
F. TECHNOLOGY INFLOW PROGRAM ENGR'S FRM CANADA	CONNECTIONS ARRANGED	: 0	0.00	0.00	0.00
		: 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		: 32	4.60	0.00	0.23
	FROM OTHER GOV'T SOURCES- CONTACTS	: 143	5.60	1.25	0.33
	- REPORTS	: 43	3.00	0.75	0.18
I. ADMINISTRATION:	PROGRAM MANAGEMENT & ADMIN.		5.20	4.75	0.45
	LEAVE, PROFESSIONAL DEVELOP		8.80	2.75	0.55
J. SERVICE TO OTHER MISSION PROGRAMS			2.80	0.25	0.15
***** TOTALS *****			100.00	100.00	9.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 186
FROM TERRIT : 327

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 13

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 5
- LOCALLY-ENGAGED : 4