## TRADE TRACKING SYSTEM

87/09/18

## WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT

## FOR QUARTER 1 OF FISCAL YEAR 1987

: WELLINGTON POST

NUMBER CANADA LOC-ENG PERSON-GTR	NUMBER			TOTAL-TIME PERSON-QTR
A. EXPORT ENQUIRIES FROM CANADA FROM TERRITORIES		17. 50 10. 00	28. 33	1.20
B. VISITS TO CLIENTS IN TERRITORY VISITS :	130	14.00	14. 66	0.72
C. EXPORT PROMOTION PROJECTS & EVENTS FAIRS : MISSIONS : OTHER :	7		0. 66 13. 33 7. 00	
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED	3	0. 50	3. 66	0.12
E. INVESTMENT/PROMOTION ENQUIRIES FROM CANADA FROM TERRITORIES		0. 50 1. 00	0. 00	0. 01 0. 04
F. TECHNOLOGY INFLOW PROGRAM ENGR'S FRM CANADA : CONNECTIONS ARRANGED :		0.00	0.00	0.00
G. PARTICPT'N IN PROG-RELATED EVENTS IN CANADA	THEY	3. 00	0.00	0.06
H. SERVICE REQUESTS FM GOV'T SOURCES-DEA REPTS FROM OTHER GOV'T SOURCES- CONTACTS - REPORTS	1	5. 50 0. 50 3. 00	0. 00 0. 00 0. 00	0. 11 0. 01 0. 06
I. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN. LEAVE, PROFESSIONAL DEVELOP		25. 00 12. 50	0.00	0. 50 0. 31
J. SERVICE TO OTHER MISSION PROGRAMS	MARGURA	3. 50	0.00	0.07
***** TOTALS ****		100.00	99. 96	5. 00

NUMBER OF BUSINESS VISITORS FROM CANADA : 36

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 12

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