

TRADE TRACKING SYSTEM

88/03/16

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 3 OF FISCAL YEAR 1987

POST : ATHENS

		NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT ENQUIRIES	FROM CANADA :	322	20.00	47.00	1.14
	FROM TERRITORIES :	234	10.00	23.00	0.56
B. VISITS TO CLIENTS IN TERRITORY	VISITS :	141	10.00	17.00	0.44
C. EXPORT PROMOTION PROJECTS & EVENTS	FAIRS :	2	0.00	2.00	0.04
	MISSIONS :	0	0.00	0.00	0.00
	OTHER :	6	5.00	2.00	0.09
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED	:	4	2.00	9.00	0.20
E. INVESTMENT/PROMOTION ENQUIRIES	FROM CANADA :	2	1.00	0.00	0.01
	FROM TERRITORIES :	2	1.00	0.00	0.01
F. TECHNOLOGY INFLOW PROGRAM ENGR'S FRM CANADA	:	0	1.00	0.00	0.01
	CONNECTIONS ARRANGED :	0	0.00	0.00	0.00
G. PARTICIP'T'N IN PROG-RELATED EVENTS IN CANADA	:	1	5.00	0.00	0.05
H. SERVICE REQUESTS FM GOV'T SOURCES-DEA REPTS	:	3	5.00	0.00	0.05
	FROM OTHER GOV'T SOURCES- CONTACTS :	5	5.00	0.00	0.05
	- REPORTS :	0	0.00	0.00	0.00
I. ADMINISTRATION:	PROGRAM MANAGEMENT & ADMIN. :		20.00	0.00	0.20
	LEAVE, PROFESSIONAL DEVELOP :		10.00	0.00	0.10
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 : 36
FROM TERRIT : 127

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 0

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