TRADE TRACKING SYSTEM

88/03/16

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT

FOR QUARTER 3 OF FISCAL YEAR 1987

POST : TOKYO

	NUMBER	The state of the last of	Name and Address of the Owner, where the Publishers	TOTAL-TIME PERSON-GTR
A EXPORT ENGUIRIES FROM CANADA FROM TERRITORIES	: 667 : 1726	12. 00 7. 00	13. 00 14. 00	2. 76 2. 38
B. VISITS TO CLIENTS IN TERRITORY VISITS	: 647	11.00	8.00	2.06
C. EXPORT PROMOTION PROJECTS & EVENTS FAIRS MISSIONS OTHER	: 5	4. 00 7. 00 2. 00	6. 00 12. 00 3. 00	1. 12 2. 14 0. 56
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED	: 83	8.00	8.00	1.76
E. INVESTMENT/PROMOTION ENGUIRIES FROM CANADA FROM TERRITORIES		6. 00 9. 00	4. 00 11. 00	1.08 2.22
F. TECHNOLOGY INFLOW PROGRAM ENGR'S FRM CANADA CONNECTIONS ARRANGED		1. 00 0. 00	1.00	0. 22 0. 00
G. PARTICPT'N IN PROG-RELATED EVENTS IN CANADA	: 1	0.00	0.00	0.00
H. SERVICE REQUESTS FM GOV'T SOURCES-DEA REPTS FROM OTHER GOV'T SOURCES- CONTACTS - REPORTS		9. 00 7. 00 4. 00	6. 00 3. 00 2. 00	1.62 1.06 0.64
I. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN LEAVE, PROFESSIONAL DEVELOP		4. 00 8. 00	1. 00 8. 00	0. 52 1. 76
J. SERVICE TO OTHER MISSION PROGRAMS	respect to	1.00	0.00	0.10
***** TOTALS ****		100.00	100.00	22.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 314

FROM TERRIT : 871

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 21

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 10

- LOCALLY-ENGAGED : 12