

TRADE TRACKING SYSTEM

89/01/18

WORKLOAD AND OFFICER SUMMARY  
ACTIVITY REPORT

89/01/18

FOR QUARTER 2 OF FISCAL YEAR 1988

POST : LYON

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	44	2.00	11.00	0.13
FROM TERRITORIES :	26	7.00	15.00	0.22
B.VISITS TO CLIENTS IN TERRITORY :	8	4.00	7.00	0.11
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	2	0.00	7.00	0.07
MISSIONS :	5	4.00	10.00	0.14
CONFERENCE SEMINARS :	0	0.00	0.00	0.00
OTHER :	1	1.00	0.00	0.01
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	0	0.00	0.00	0.00
POST INITIATED :	0	0.00	0.00	0.00
E.COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F.INVESTMENT ENQUIRIES				
FROM CANADA :	2	1.00	0.00	0.01
FROM TERRITORIES :	5	6.00	0.00	0.06
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	4	2.00	0.00	0.02
CONNECTIONS ARRANGED :	2	1.00	0.00	0.01
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		3.00	0.00	0.03
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	0	0.00	0.00	0.00
HOST GOVERNMENT :	0	0.00	0.00	0.00
OTHER DEPARTMENT :	1	1.00	1.00	0.02
PROVINCES/MUNICIPALITIES :	0	0.00	0.00	0.00
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		20.00	9.00	0.29
LEAVE, PROFESSIONAL DEVELOP :		33.00	36.00	0.69
K.SERVICE TO OTHER MISSION PROGRAMS :		15.00	4.00	0.19
***** TOTALS *****		100.00	100.00	2.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 5  
FROM TERRIT : 18

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 3

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