

TRADE TRACKING SYSTEM

87/12/23

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 2 OF FISCAL YEAR 1987

POST : LONDON

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT ENQUIRIES				
FROM CANADA	704	9.40	28.16	2.16
FROM TERRITORIES	1688	24.00	26.83	2.81
B. VISITS TO CLIENTS IN TERRITORY VISITS	94	6.00	6.00	0.66
C. EXPORT PROMOTION PROJECTS & EVENTS				
FAIRS	8	0.00	8.50	0.51
MISSIONS	1	1.00	0.00	0.05
OTHER	16	2.80	3.33	0.34
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED	14	4.00	1.66	0.30
E. INVESTMENT/PROMOTION ENQUIRIES				
FROM CANADA	47	3.80	0.00	0.19
FROM TERRITORIES	81	2.80	2.66	0.30
F. TECHNOLOGY INFLOW PROGRAM ENGR'S FRM CANADA	0	0.00	0.00	0.00
CONNECTIONS ARRANGED	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	37	4.60	5.66	0.57
FROM OTHER GOV'T SOURCES- CONTACTS	64	5.40	7.66	0.73
- REPORTS	4	0.00	0.00	0.00
I. ADMINISTRATION:				
PROGRAM MANAGEMENT & ADMIN.		9.00	6.66	0.85
LEAVE, PROFESSIONAL DEVELOP		23.00	2.83	1.32
J. SERVICE TO OTHER MISSION PROGRAMS		4.20	0.00	0.21
***** TOTALS *****		100.00	99.95	11.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 423
FROM TERRIT : 347

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 23

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 5
- LOCALLY-ENGAGED : 6