

TRADE TRACKING SYSTEM

87/09/18

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 1 OF FISCAL YEAR 1987

POST : ACCRA

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT ENQUIRIES				
FROM CANADA	: 15	18.00	10.00	0.28
FROM TERRITORIES	: 10	20.00	10.00	0.30
B. VISITS TO CLIENTS IN TERRITORY	VISITS : 15	27.00	10.00	0.37
C. EXPORT PROMOTION PROJECTS & EVENTS				
FAIRS	: 0	0.00	0.00	0.00
MISSIONS	: 0	0.00	0.00	0.00
OTHER	: 0	0.00	0.00	0.00
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED	: 2	5.00	5.00	0.10
E. INVESTMENT/PROMOTION ENQUIRIES				
FROM CANADA	: 5	5.00	10.00	0.15
FROM TERRITORIES	: 0	0.00	5.00	0.05
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	: 6	5.00	0.00	0.05
FROM OTHER GOV'T SOURCES- CONTACTS	: 4	5.00	0.00	0.05
- REPORTS	: 2	3.00	0.00	0.03
I. ADMINISTRATION:				
PROGRAM MANAGEMENT & ADMIN.		5.00	0.00	0.05
LEAVE, PROFESSIONAL DEVELOP		5.00	0.00	0.05
J. SERVICE TO OTHER MISSION PROGRAMS		2.00	50.00	0.52
***** TOTALS *****		100.00	100.00	2.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 15
FROM TERRIT : 0

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 0

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