

TRADE TRACKING SYSTEM

87/12/23

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 2 OF FISCAL YEAR 1987

POST : KINSHASA

	NUMBER	% OFFICER-TIME CANADA	TOTAL-TIME LOC-ENG	PERSON-QTR
A. EXPORT ENQUIRIES				
FROM CANADA :	262	21.00	20.00	0.41
FROM TERRITORIES :	336	10.00	40.00	0.50
B. VISITS TO CLIENTS IN TERRITORY	28	3.00	22.00	0.25
C. EXPORT PROMOTION PROJECTS & EVENTS				
FAIRS :	1	0.00	1.00	0.01
MISSIONS :	1	3.00	1.00	0.04
OTHER :	0	0.00	0.00	0.00
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED	1	1.00	0.00	0.01
E. INVESTMENT/PROMOTION ENQUIRIES				
FROM CANADA :	0	0.00	0.00	0.00
FROM TERRITORIES :	0	0.00	0.00	0.00
F. TECHNOLOGY INFLOW PROGRAM ENGR'S FRM CANADA	1	1.00	1.00	0.02
CONNECTIONS ARRANGED :	0	0.00	0.00	0.00
G. PARTICIP'T'N IN PROG-RELATED EVENTS IN CANADA	1	12.00	0.00	0.12
H. SERVICE REQUESTS FM GOV'T SOURCES-DEA REPTS	0	0.00	0.00	0.00
FROM OTHER GOV'T SOURCES- CONTACTS :	5	5.00	5.00	0.10
- REPORTS :	2	0.00	10.00	0.10
I. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN. :		10.00	0.00	0.10
LEAVE, PROFESSIONAL DEVELOP :		30.00	0.00	0.30
J. SERVICE TO OTHER MISSION PROGRAMS		4.00	0.00	0.04
***** TOTALS *****		100.00	100.00	2.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 14
FROM TERRIT : 70

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 4

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