

TRADE TRACKING SYSTEM

87/12/23

WORKLOAD AND OFFICER SUMMARY  
ACTIVITY REPORT

FOR QUARTER 2 OF FISCAL YEAR 1987

POST : BOGOTA

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT ENQUIRIES				
FROM CANADA	721	26.66	35.00	1.85
FROM TERRITORIES	418	23.33	30.00	1.60
B. VISITS TO CLIENTS IN TERRITORY VISITS	178	13.33	13.33	0.80
C. EXPORT PROMOTION PROJECTS & EVENTS				
FAIRS	1	5.00	3.33	0.25
MISSIONS	1	3.33	3.33	0.20
OTHER	6	3.33	3.33	0.20
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED	5	5.00	1.66	0.20
E. INVESTMENT/PROMOTION ENQUIRIES				
FROM CANADA	6	3.33	1.66	0.15
FROM TERRITORIES	1	0.00	0.00	0.00
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	4	3.33	1.66	0.15
FROM OTHER GOV'T SOURCES- CONTACTS	15	5.00	6.66	0.35
- REPORTS	0	0.00	0.00	0.00
I. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.		6.66	0.00	0.20
LEAVE, PROFESSIONAL DEVELOP		1.66	0.00	0.05
J. SERVICE TO OTHER MISSION PROGRAMS		0.00	0.00	0.00
***** TOTALS *****		99.96	99.96	6.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 40  
FROM TERRIT : 52

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 4

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 3  
- LOCALLY-ENGAGED : 3