

TRADE AND INDUSTRIAL DEVELOPMENT PROGRAM
ACTIVITY REPORT
FOR 2ND QUARTER OF 1986 (862)

Summary for POST: Havana

AVERAGE TIME
ALLOCATION

Activity	CANADA-BASED		LOCALLY-ENGAGED		TOTAL TIME ALLOCATION	WORKLOAD (#)
	TRADE	NON-TRADE	TRADE	NON-TRADE		
A. Servicing Export Enquiries						
from Canada	11.0	0.0	20.5	0.0	0.52	545 (Enquires)
from Territory	5.0	0.0	10.5	0.0	0.26	56 (Enquires)
B. Export Promotion Projects and Events	1.0	0.0	1.0	0.0	0.03	1 (Projects/Events)
C. Other Trade Development Activities	14.0	0.0	3.5	0.0	0.21	
D. Promotional Projects	9.0	0.0	29.0	0.0	0.67	8 (Fairs/Miss/Conf.)
E. Servicing Investment Development from Canada	0.0	0.0	0.0	0.0	0.00	0 (Enquiries)
from Territory	0.0	0.0	0.0	0.0	0.00	0 (Enquiries)
F. Service to Government						
External Affairs	7.0	0.0	0.5	0.0	0.08	8 (Reports)
OGDs, Provinces, ETC	3.0	0.0	0.5	0.0	0.04	6 (Contacts)
G. Administration						
Program Management	17.0	0.0	3.5	0.0	0.24	
Leave, Professional Dev.	9.0	0.0	31.0	0.0	0.71	
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Total TID Program	76.0	0.0	100.0	0.0	2.76	
H. Other Programs	24.0	0.0	0.0	0.0	0.24	

Trade Officers: 3

Non-Trade Officers: 0

Note: Percentage values may not add due to rounding adjustment; maximum adjustment is 1 percent

COMMENTS

No time report for the fourth officer.