

TRADE TRACKING SYSTEM

88/03/16

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 3 OF FISCAL YEAR 1987

POST : BUCHAREST

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A. EXPORT ENQUIRIES				
FROM CANADA	198	4.00	20.00	0.44
FROM TERRITORIES	91	0.00	7.00	0.14
B. VISITS TO CLIENTS IN TERRITORY VISITS	120	11.00	21.00	0.53
C. EXPORT PROMOTION PROJECTS & EVENTS				
FAIRS	1	13.00	10.00	0.33
MISSIONS	2	7.00	5.00	0.17
OTHER	1	0.00	3.00	0.06
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED	17	3.00	4.00	0.11
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	0.00	1.00	0.02
CONNECTIONS ARRANGED	1	0.00	0.00	0.00
G. PARTICIP'TN IN PROG-RELATED EVENTS IN CANADA	0	0.00	0.00	0.00
H. SERVICE REQUESTS FM GOV'T SOURCES-DEA REPTS	18	0.00	5.00	0.10
FROM OTHER GOV'T SOURCES- CONTACTS	10	0.00	6.00	0.12
- REPORTS	7	0.00	3.00	0.06
I. ADMINISTRATION:				
PROGRAM MANAGEMENT & ADMIN.		11.00	4.00	0.19
LEAVE, PROFESSIONAL DEVELOP		23.00	4.00	0.31
J. SERVICE TO OTHER MISSION PROGRAMS		28.00	7.00	0.42
***** TOTALS *****		100.00	100.00	3.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 79
FROM TERRIT : 0

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 0

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 1
- LOCALLY-ENGAGED : 2