

TRADE TRACKING SYSTEM

87/12/23

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 2 OF FISCAL YEAR 1987

POST : KUALA LAMPUR

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT ENQUIRIES				
FROM CANADA	522	18.00	42.00	0.96
FROM TERRITORIES	322	8.66	21.00	0.47
B. VISITS TO CLIENTS IN TERRITORY VISITS	142	13.33	2.00	0.42
C. EXPORT PROMOTION PROJECTS & EVENTS				
FAIRS	7	0.66	0.00	0.02
MISSIONS	17	11.66	8.00	0.43
OTHER	13	1.33	0.00	0.04
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED	37	4.33	0.00	0.13
E. INVESTMENT/PROMOTION ENQUIRIES				
FROM CANADA	2	0.00	0.00	0.00
FROM TERRITORIES	6	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. PARTICIP'TN IN PROG-RELATED EVENTS IN CANADA	2	5.33	0.00	0.16
H. SERVICE REQUESTS FM GOV'T SOURCES-DEA REPTS	14	4.33	8.00	0.21
FROM OTHER GOV'T SOURCES- CONTACTS	132	5.00	2.00	0.17
- REPORTS	31	1.66	0.00	0.05
I. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.		10.33	8.00	0.39
LEAVE, PROFESSIONAL DEVELOP		14.00	9.00	0.51
J. SERVICE TO OTHER MISSION PROGRAMS		1.33	0.00	0.04
***** TOTALS *****		99.95	100.00	4.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 113
FROM TERRIT : 115

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 10

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 3
- LOCALLY-ENGAGED : 1