

TRADE TRACKING SYSTEM

88/03/16

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 3 OF FISCAL YEAR 1987

POST : DETROIT

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT ENQUIRIES				
FROM CANADA :	487	22.33	26.50	1.73
FROM TERRITORIES :	428	8.33	25.25	1.26
B. VISITS TO CLIENTS IN TERRITORY	VISITS : 148	16.00	11.25	0.93
C. EXPORT PROMOTION PROJECTS & EVENTS				
FAIRS :	6	0.66	2.75	0.13
MISSIONS :	6	3.00	0.75	0.12
OTHER :	9	0.00	1.75	0.07
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED :	13	0.66	2.50	0.12
E. INVESTMENT/PROMOTION ENQUIRIES				
FROM CANADA :	12	4.33	0.25	0.14
FROM TERRITORIES :	86	5.33	12.25	0.65
F. TECHNOLOGY INFLOW PROGRAM ENGR'S FRM CANADA :	1	1.00	0.00	0.03
CONNECTIONS ARRANGED :	0	0.00	0.00	0.00
G. PARTICIP'TN IN PROG-RELATED EVENTS IN CANADA :	8	3.33	5.25	0.31
H. SERVICE REQUESTS FM GOV'T SOURCES-DEA REPTS :	4	1.00	0.00	0.03
FROM OTHER GOV'T SOURCES- CONTACTS :	108	5.00	1.75	0.22
- REPORTS :	7	0.00	1.25	0.05
I. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN. :		23.00	5.00	0.89
LEAVE, PROFESSIONAL DEVELOP :		2.66	3.50	0.22
J. SERVICE TO OTHER MISSION PROGRAMS :		3.33	0.00	0.10
***** TOTALS *****		99.96	100.00	7.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 259
FROM TERRIT : 129

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 10

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 3
- LOCALLY-ENGAGED : 4