

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

87/09/18

FOR QUARTER 1 OF FISCAL YEAR 1987

POST : LISBON

LONDON : POST

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT ENQUIRIES				
FROM CANADA	127	18.00	32.00	0.50
FROM TERRITORIES	45	15.00	12.00	0.27
B. VISITS TO CLIENTS IN TERRITORY	22	10.00	10.00	0.20
C. EXPORT PROMOTION PROJECTS & EVENTS				
FAIRS	2	10.00	8.00	0.18
MISSIONS	0	0.00	0.00	0.00
OTHER	0	0.00	0.00	0.00
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED	16	5.00	20.00	0.25
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	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	0	0.00	0.00	0.00
H. SERVICE REQUESTS FM GOV'T SOURCES-DEA REPTS	13	10.00	10.00	0.20
FROM OTHER GOV'T SOURCES- CONTACTS	12	0.00	6.00	0.06
- REPORTS	10	3.00	2.00	0.05
I. ADMINISTRATION:				
PROGRAM MANAGEMENT & ADMIN.		7.00	0.00	0.07
LEAVE, PROFESSIONAL DEVELOP		20.00	0.00	0.20
J. SERVICE TO OTHER MISSION PROGRAMS		2.00	0.00	0.02
***** TOTALS *****		100.00	100.00	2.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 24
FROM TERRIT : 78

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 9

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