

TRADE TRACKING SYSTEM

87/09/18

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 1 OF FISCAL YEAR 1987

POST : NEW DELHI

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT ENQUIRIES				
FROM CANADA	664	19.50	33.75	2.13
FROM TERRITORIES	789	13.00	38.50	2.06
B. VISITS TO CLIENTS IN TERRITORY	153	8.75	8.50	0.69
C. EXPORT PROMOTION PROJECTS & EVENTS				
FAIRS	0	0.00	0.00	0.00
MISSIONS	4	3.25	3.50	0.27
OTHER	1	0.75	0.50	0.05
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED	35	7.75	1.75	0.38
E. INVESTMENT/PROMOTION ENQUIRIES				
FROM CANADA	4	0.25	0.00	0.01
FROM TERRITORIES	6	0.25	0.50	0.03
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	7	5.00	0.75	0.23
FROM OTHER GOV'T SOURCES- CONTACTS	47	3.00	1.75	0.19
- REPORTS	16	0.75	0.00	0.03
I. ADMINISTRATION:				
PROGRAM MANAGEMENT & ADMIN.		25.00	5.00	1.20
LEAVE, PROFESSIONAL DEVELOP		11.00	4.25	0.61
J. SERVICE TO OTHER MISSION PROGRAMS		1.75	1.00	0.11
***** TOTALS *****		100.00	99.75	7.99

NUMBER OF BUSINESS VISITORS FROM CANADA : 106
FROM TERRIT : 244

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 9

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