

TRADE TRACKING SYSTEM

88/07/13

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 4 OF FISCAL YEAR 1987

POST : LOS ANGELES

		NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT ENQUIRIES	FROM CANADA	: 1088	10.00	21.66	1.90
	FROM TERRITORIES	: 1074	13.00	9.00	1.32
B. VISITS TO CLIENTS IN TERRITORY	VISITS	: 501	15.66	23.50	2.35
C. EXPORT PROMOTION PROJECTS & EVENTS	FAIRS	: 35	4.16	12.00	0.97
	MISSIONS	: 11	0.16	4.00	0.25
	OTHER	: 17	3.83	5.00	0.53
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED		: 51	2.66	3.00	0.34
E. INVESTMENT/PROMOTION ENQUIRIES	FROM CANADA	: 132	2.33	2.00	0.26
	FROM TERRITORIES	: 1157	5.66	6.00	0.70
F. TECHNOLOGY INFLOW PROGRAM ENGR'S FRM CANADA		: 25	5.00	0.33	0.32
	CONNECTIONS ARRANGED	: 3	0.00	0.00	0.00
G. PARTICPT'N IN PROG-RELATED EVENTS IN CANADA		: 6	3.50	3.50	0.42
H. SERVICE REQUESTS FM GOV'T SOURCES-DEA REPTS		: 17	0.00	0.00	0.00
	FROM OTHER GOV'T SOURCES- CONTACTS	: 255	6.00	3.00	0.54
	- REPORTS	: 14	0.00	0.00	0.00
I. ADMINISTRATION:	PROGRAM MANAGEMENT & ADMIN.		10.66	4.00	0.88
	LEAVE, PROFESSIONAL DEVELOP		12.33	3.00	0.92
J. SERVICE TO OTHER MISSION PROGRAMS			5.00	0.00	0.30
***** TOTALS *****			99.95	99.99	12.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 529
FROM TERRIT : 0

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 154

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 6
- LOCALLY-ENGAGED : 6