

TRADE TRACKING SYSTEM

87/09/18

WORKLOAD AND OFFICER SUMMARY  
ACTIVITY REPORT

FOR QUARTER 1 OF FISCAL YEAR 1987

POST : DALLAS

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT ENQUIRIES				
FROM CANADA	331	17.75	12.00	0.95
FROM TERRITORIES	277	7.50	21.00	0.72
B. VISITS TO CLIENTS IN TERRITORY VISITS	125	14.25	5.50	0.68
C. EXPORT PROMOTION PROJECTS & EVENTS				
FAIRS	15	17.75	39.00	1.49
MISSIONS	5	1.75	0.50	0.08
OTHER	5	6.50	0.00	0.26
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED	22	5.25	8.00	0.37
E. INVESTMENT/PROMOTION ENQUIRIES				
FROM CANADA	0	0.00	0.00	0.00
FROM TERRITORIES	36	4.25	0.50	0.18
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. PARTICPT'N IN PROG-RELATED EVENTS IN CANADA	0	0.00	0.00	0.00
H. SERVICE REQUESTS FM GOV'T SOURCES-DEA REPTS	15	2.00	0.00	0.08
FROM OTHER GOV'T SOURCES- CONTACTS	20	3.25	0.00	0.13
- REPORTS	0	0.00	0.00	0.00
I. ADMINISTRATION:				
PROGRAM MANAGEMENT & ADMIN.		16.00	2.50	0.69
LEAVE, PROFESSIONAL DEVELOP		3.00	11.00	0.34
J. SERVICE TO OTHER MISSION PROGRAMS		0.75	0.00	0.03
***** TOTALS *****		100.00	100.00	6.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 188  
FROM TERRIT : 167

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 32

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 4  
- LOCALLY-ENGAGED : 2