

TRADE AND INDUSTRIAL DEVELOPMENT PROGRAM
ACTIVITY REPORT
FOR 2ND QUARTER OF 1986 (862)

Summary for POST: Buffalo

Activity	AVERAGE TIME ALLOCATION				TOTAL TIME ALLOCATION	WORKLOAD (#)	
	CANADA-BASED		LOCALLY-ENGAGED				
	TRADE	NON-TRADE	TRADE	NON-TRADE			
A. Servicing Export Enquiries	from Canada	31.0	0.0	31.7	0.0	1.57	909 (Enquiries)
	from Territory	21.5	0.0	31.0	0.0	1.36	643 (Enquiries)
B. Export Promotion Projects and Events		2.0	0.0	1.7	0.0	0.09	3 (Projects/Events)
C. Other Trade Development Activities		0.5	0.0	0.0	0.0	0.01	
D. Promotional Projects		15.0	0.0	19.3	0.0	0.88	8 (Fairs/Miss/Conf.)
E. Servicing Investment Development from	Canada	0.5	0.0	0.0	0.0	0.01	4 (Enquiries)
	Territory	2.5	0.0	0.7	0.0	0.07	17 (Enquiries)
F. Service to Government	External Affairs	3.5	0.0	2.0	0.0	0.13	36 (Reports)
	OGDs, Provinces, ETC	2.0	0.0	2.0	0.0	0.10	41 (Contacts)
G. Administration	Program Management	4.0	0.0	2.0	0.0	0.14	
	Leave, Professional Dev.	14.0	0.0	7.0	0.0	0.49	
Total TID Program		96.5	0.0	97.4	0.0	4.85	
H. Other Programs		3.5	0.0	2.7	0.0	0.15	

Trade Officers: 5

Non-Trade Officers: 0

Note: Percentage values may not add due to rounding adjustment; maximum adjustment is 1 percent

COMMENTS