

TRADE TRACKING SYSTEM

87/09/18

WORKLOAD AND OFFICER SUMMARY  
ACTIVITY REPORT

FOR QUARTER 1 OF FISCAL YEAR 1987

POST : ATHENS

		NUMBER	% OFFICER-TIME CANADA	TOTAL-TIME LOC-ENG	PERSON-QTR
A. EXPORT ENQUIRIES	FROM CANADA	: 388	40.00	40.00	1.60
	FROM TERRITORIES	: 284	20.00	17.00	0.71
B. VISITS TO CLIENTS IN TERRITORY	VISITS	: 42	15.00	5.00	0.30
C. EXPORT PROMOTION PROJECTS & EVENTS	FAIRS	: 2	0.00	1.00	0.03
	MISSIONS	: 5	4.00	2.00	0.10
	OTHER	: 14	0.00	4.00	0.12
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED		: 10	5.00	18.00	0.59
E. INVESTMENT/PROMOTION ENQUIRIES	FROM CANADA	: 0	0.00	0.00	0.00
	FROM TERRITORIES	: 1	0.00	1.00	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	8.00	0.00	0.08
H. SERVICE REQUESTS FM GOV'T SOURCES-DEA REPTS		: 0	2.00	0.00	0.02
	FROM OTHER GOV'T SOURCES- CONTACTS	: 6	0.00	1.00	0.03
	- REPORTS	: 2	0.00	2.00	0.06
I. ADMINISTRATION:	PROGRAM MANAGEMENT & ADMIN.		6.00	6.00	0.24
	LEAVE, PROFESSIONAL DEVELOP		0.00	3.00	0.09
J. SERVICE TO OTHER MISSION PROGRAMS			0.00	0.00	0.00
***** TOTALS *****			100.00	100.00	4.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 48  
FROM TERRIT : 136

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 7

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 1  
- LOCALLY-ENGAGED : 3