

TRADE TRACKING SYSTEM

88/07/13

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 4 OF FISCAL YEAR 1987

POST : DETROIT

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT ENQUIRIES				
FROM CANADA :	593	20.66	32.00	1.90
FROM TERRITORIES :	403	8.66	19.00	1.02
B. VISITS TO CLIENTS IN TERRITORY				
VISITS :	161	11.00	15.00	0.93
C. EXPORT PROMOTION PROJECTS & EVENTS				
FAIRS :	6	1.00	7.75	0.34
MISSIONS :	17	5.33	9.25	0.53
OTHER :	9	6.00	0.75	0.21
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED :	10	0.66	2.00	0.10
E. INVESTMENT/PROMOTION ENQUIRIES				
FROM CANADA :	15	4.33	0.50	0.15
FROM TERRITORIES :	42	5.33	3.75	0.31
F. TECHNOLOGY INFLOW PROGRAM ENGR'S FRM CANADA :	3	1.00	0.00	0.03
CONNECTIONS ARRANGED :	0	0.00	0.00	0.00
G. PARTICPT'N IN PROG-RELATED EVENTS IN CANADA :	8	5.00	3.50	0.29
H. SERVICE REQUESTS FM GOV'T SOURCES-DEA REPTS :	6	0.66	0.75	0.05
FROM OTHER GOV'T SOURCES- CONTACTS :	95	5.00	0.00	0.15
- REPORTS :	3	0.00	3.25	0.13
I. ADMINISTRATION:				
PROGRAM MANAGEMENT & ADMIN. :		19.66	2.00	0.67
LEAVE, PROFESSIONAL DEVELOP :		1.33	0.50	0.06
J. SERVICE TO OTHER MISSION PROGRAMS :		4.33	0.00	0.13
***** TOTALS *****		99.95	100.00	7.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 259
FROM TERRIT : 137

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 9

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 3
- LOCALLY-ENGAGED : 4