

TRADE TRACKING SYSTEM

88/03/16

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 3 OF FISCAL YEAR 1987

REGION : EAST EUROPE

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A. EXPORT ENQUIRIES				
FROM CANADA	: 1577	15.88	25.90	4.28
FROM TERRITORIES	: 559	3.00	8.54	1.21
B. VISITS TO CLIENTS IN TERRITORY	VISITS : 604	13.66	15.54	2.94
C. EXPORT PROMOTION PROJECTS & EVENTS				
FAIRS	: 7	3.22	3.72	0.70
MISSIONS	: 43	10.22	13.00	2.35
OTHER	: 39	0.77	3.63	0.47
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED	: 172	7.11	3.36	1.01
E. INVESTMENT/PROMOTION ENQUIRIES				
FROM CANADA	: 3	0.00	0.18	0.02
FROM TERRITORIES	: 1	0.00	0.18	0.02
F. TECHNOLOGY INFLOW PROGRAM ENGR'S FRM CANADA	: 15	0.33	0.90	0.13
CONNECTIONS ARRANGED	: 6	0.00	0.09	0.01
G. PARTICIP'TN IN PROG-RELATED EVENTS IN CANADA	: 1	3.33	0.00	0.30
H. SERVICE REQUESTS FM GOV'T SOURCES-DEA REPTS	: 214	5.44	2.63	0.78
FROM OTHER GOV'T SOURCES- CONTACTS	: 358	2.66	4.27	0.71
- REPORTS	: 70	4.22	2.00	0.60
I. ADMINISTRATION:				
PROGRAM MANAGEMENT & ADMIN.		13.33	3.09	1.54
LEAVE, PROFESSIONAL DEVELOP		13.33	5.90	1.85
J. SERVICE TO OTHER MISSION PROGRAMS		3.44	7.00	1.08
***** TOTALS *****		99.94	99.93	20.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 395
FROM TERRIT : 160

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 19

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 9
- LOCALLY-ENGAGED : 11