

TRADE TRACKING SYSTEM

88/07/13

WORKLOAD AND OFFICER SUMMARY  
ACTIVITY REPORT

FOR QUARTER 4 OF FISCAL YEAR 1987

POST : SANTIAGO

		NUMBER	% OFFICER-TIME		TOTAL-TIME
			CANADA	LOC-ENG	PERSON-QTR
A. EXPORT ENQUIRIES	FROM CANADA :	394	42.50	25.50	1.36
	FROM TERRITORIES :	427	22.50	26.50	0.98
B. VISITS TO CLIENTS IN TERRITORY	VISITS :	44	10.00	13.50	0.47
C. EXPORT PROMOTION PROJECTS & EVENTS	FAIRS :	0	0.00	0.00	0.00
	MISSIONS :	4	7.50	2.00	0.19
	OTHER :	0	0.00	0.00	0.00
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED	:	10	2.50	7.50	0.20
E. INVESTMENT/PROMOTION ENQUIRIES	FROM CANADA :	2	0.00	5.00	0.10
	FROM TERRITORIES :	1	0.00	1.00	0.02
F. TECHNOLOGY INFLOW PROGRAM ENGR'S FRM CANADA	:	3	0.00	1.00	0.02
	CONNECTIONS ARRANGED :	2	0.00	0.50	0.01
G. PARTICIP'TN IN PROG-RELATED EVENTS IN CANADA	:	1	6.50	0.00	0.13
H. SERVICE REQUESTS FM GOV'T SOURCES-DEA REPTS	:	4	1.50	0.00	0.03
	FROM OTHER GOV'T SOURCES- CONTACTS :	23	1.50	2.50	0.08
	- REPORTS :	2	1.00	0.00	0.02
I. ADMINISTRATION:	PROGRAM MANAGEMENT & ADMIN. :		3.50	0.00	0.07
	LEAVE, PROFESSIONAL DEVELOP :		0.00	15.00	0.30
J. SERVICE TO OTHER MISSION PROGRAMS	:		1.00	0.00	0.02
***** TOTALS *****			100.00	100.00	4.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 58  
FROM TERRIT : 42

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 5

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