

TRADE TRACKING SYSTEM

87/12/23

WORKLOAD AND OFFICER SUMMARY  
ACTIVITY REPORT

FOR QUARTER 2 OF FISCAL YEAR 1987

POST : DETROIT

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT ENQUIRIES				
FROM CANADA	502	18.33	20.25	1.36
FROM TERRITORIES	466	4.33	23.25	1.06
B. VISITS TO CLIENTS IN TERRITORY VISITS	192	11.66	15.75	0.98
C. EXPORT PROMOTION PROJECTS & EVENTS				
FAIRS	3	0.00	0.75	0.03
MISSIONS	6	1.66	0.75	0.08
OTHER	3	3.33	2.50	0.20
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED	11	3.33	9.00	0.46
E. INVESTMENT/PROMOTION ENQUIRIES				
FROM CANADA	10	3.33	0.50	0.12
FROM TERRITORIES	59	3.66	6.00	0.35
F. TECHNOLOGY INFLOW PROGRAM ENGR'S FRM CANADA	2	0.33	0.00	0.01
CONNECTIONS ARRANGED	1	0.00	0.00	0.00
G. PARTICPT'N IN PROG-RELATED EVENTS IN CANADA	11	3.33	2.50	0.20
H. SERVICE REQUESTS FM GOV'T SOURCES-DEA REPTS	4	3.33	0.75	0.13
FROM OTHER GOV'T SOURCES- CONTACTS	133	2.33	0.00	0.07
- REPORTS	4	0.00	5.25	0.21
I. ADMINISTRATION:				
PROGRAM MANAGEMENT & ADMIN.		34.33	5.25	1.24
LEAVE, PROFESSIONAL DEVELOP		0.00	7.50	0.30
J. SERVICE TO OTHER MISSION PROGRAMS		6.66	0.00	0.20
***** TOTALS *****		99.94	100.00	7.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 118  
FROM TERRIT : 160

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 9

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