

TRADE TRACKING SYSTEM

88/03/16

WORKLOAD AND OFFICER SUMMARY  
ACTIVITY REPORT

FOR QUARTER 3 OF FISCAL YEAR 1987

REGION : UNITED STATES

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT ENQUIRIES				
FROM CANADA	: 7697	13.95	28.10	19.21
FROM TERRITORIES	: 5430	8.81	18.06	12.28
B. VISITS TO CLIENTS IN TERRITORY	VISITS : 1724	10.02	8.70	8.40
C. EXPORT PROMOTION PROJECTS & EVENTS				
FAIRS	: 114	4.46	12.36	7.73
MISSIONS	: 53	3.25	4.17	3.36
OTHER	: 109	5.86	1.87	3.40
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED	: 161	5.04	1.95	3.09
E. INVESTMENT/PROMOTION ENQUIRIES				
FROM CANADA	: 259	1.51	0.25	0.77
FROM TERRITORIES	: 2102	5.95	5.10	4.96
F. TECHNOLOGY INFLOW PROGRAM ENGR'S FRM CANADA	: 86	1.34	0.93	1.02
CONNECTIONS ARRANGED	: 24	0.23	0.44	0.31
G. PARTICIP'TN IN PROG-RELATED EVENTS IN CANADA	: 68	6.76	4.12	4.85
H. SERVICE REQUESTS FM GOV'T SOURCES-DEA REPTS	: 95	1.88	0.97	1.27
FROM OTHER GOV'T SOURCES- CONTACTS	: 590	2.88	2.12	2.24
- REPORTS	: 34	0.04	0.14	0.09
I. ADMINISTRATION:				
PROGRAM MANAGEMENT & ADMIN.	: 16.79	3.82	9.02	
LEAVE, PROFESSIONAL DEVELOP	: 5.25	6.06	5.11	
J. SERVICE TO OTHER MISSION PROGRAMS	: 5.90	0.74	2.89	
***** TOTALS *****		99.92	99.90	90.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 2177  
FROM TERRIT : 3367

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 378

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 43  
- LOCALLY-ENGAGED : 47