

TRADE TRACKING SYSTEM

87/09/18

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 1 OF FISCAL YEAR 1987

POST : SAO PAULO

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT ENQUIRIES				
FROM CANADA	556	25.00	44.25	2.27
FROM TERRITORIES	429	9.00	28.75	1.33
B. VISITS TO CLIENTS IN TERRITORY VISITS :	68	11.00	6.25	0.47
C. EXPORT PROMOTION PROJECTS & EVENTS				
FAIRS :	4	4.00	0.75	0.11
MISSIONS :	3	9.50	9.50	0.57
OTHER :	5	2.00	2.00	0.12
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED :	8	5.00	0.00	0.10
E. INVESTMENT/PROMOTION ENQUIRIES				
FROM CANADA :	0	0.00	0.00	0.00
FROM TERRITORIES :	0	0.00	0.00	0.00
F. TECHNOLOGY INFLOW PROGRAM ENGR'S FRM CANADA :	0	0.00	0.00	0.00
CONNECTIONS ARRANGED :	0	0.00	0.00	0.00
G. PARTICIP'T'N IN PROG-RELATED EVENTS IN CANADA :	0	0.00	0.00	0.00
H. SERVICE REQUESTS FM GOV'T SOURCES-DEA REPTS :	27	5.00	1.75	0.17
FROM OTHER GOV'T SOURCES- CONTACTS :	66	5.00	3.75	0.25
- REPORTS :	18	5.00	1.00	0.14
I. ADMINISTRATION:				
PROGRAM MANAGEMENT & ADMIN. :		12.00	0.00	0.24
LEAVE, PROFESSIONAL DEVELOP :		3.50	2.00	0.15
J. SERVICE TO OTHER MISSION PROGRAMS :		4.00	0.00	0.08
***** TOTALS *****		100.00	100.00	6.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 52
FROM TERRIT : 74

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 3

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 2
- LOCALLY-ENGAGED : 4