

TRADE TRACKING SYSTEM

88/03/16

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 3 OF FISCAL YEAR 1987

POST : HARARE

		NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT ENQUIRIES	FROM CANADA	: 219	15.00	20.00	0.35
	FROM TERRITORIES	: 273	5.00	25.00	0.30
B. VISITS TO CLIENTS IN TERRITORY	VISITS	: 37	5.00	10.00	0.15
C. EXPORT PROMOTION PROJECTS & EVENTS	FAIRS	: 0	0.00	0.00	0.00
	MISSIONS	: 3	15.00	5.00	0.20
	OTHER	: 1	0.00	0.00	0.00
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED		: 8	0.00	5.00	0.05
E. INVESTMENT/PROMOTION ENQUIRIES	FROM CANADA	: 6	10.00	5.00	0.15
	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'TN IN PROG-RELATED EVENTS IN CANADA		: 0	0.00	0.00	0.00
H. SERVICE REQUESTS FM GOV'T SOURCES-DEA REPTS		: 0	0.00	0.00	0.00
	FROM OTHER GOV'T SOURCES- CONTACTS	: 0	0.00	0.00	0.00
	- REPORTS	: 3	5.00	5.00	0.10
I. ADMINISTRATION:	PROGRAM MANAGEMENT & ADMIN.		10.00	5.00	0.15
	LEAVE, PROFESSIONAL DEVELOP		25.00	0.00	0.25
J. SERVICE TO OTHER MISSION PROGRAMS			10.00	20.00	0.30
***** TOTALS *****			100.00	100.00	2.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 27
FROM TERRIT : 203

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 2

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 1
- LOCALLY-ENGAGED : 1