

TRADE TRACKING SYSTEM

87/12/23

WORKLOAD AND OFFICER SUMMARY  
ACTIVITY REPORT

FOR QUARTER 2 OF FISCAL YEAR 1987

POST : SHANGHAI

	NUMBER	% OFFICER-TIME CANADA	TOTAL-TIME LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT ENQUIRIES				
FROM CANADA :	176	16.00	35.00	1.02
FROM TERRITORIES :	41	2.50	10.00	0.25
B. VISITS TO CLIENTS IN TERRITORY VISITS :	51	6.00	12.50	0.37
C. EXPORT PROMOTION PROJECTS & EVENTS				
FAIRS :	0	0.00	0.00	0.00
MISSIONS :	6	16.00	16.00	0.64
OTHER :	1	2.50	0.00	0.05
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED :	18	5.00	0.00	0.10
E. INVESTMENT/PROMOTION ENQUIRIES				
FROM CANADA :	1	1.00	1.00	0.04
FROM TERRITORIES :	1	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 :	1	6.00	0.00	0.12
H. SERVICE REQUESTS FM GOV'T SOURCES-DEA REPTS :	7	1.50	3.00	0.09
FROM OTHER GOV'T SOURCES- CONTACTS :	35	2.00	8.50	0.21
- REPORTS :	12	3.50	6.50	0.20
I. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN. :		5.00	0.00	0.10
LEAVE, PROFESSIONAL DEVELOP :		19.00	0.00	0.38
J. SERVICE TO OTHER MISSION PROGRAMS :		14.00	7.50	0.43
***** TOTALS *****		100.00	100.00	4.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 76  
FROM TERRIT : 90

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 4

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