

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY  
ACTIVITY REPORT

STUDY 8

87/09/18

FOR QUARTER 1 OF FISCAL YEAR 1987

POST : ANKARA

ATHENS

POST

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A. EXPORT ENQUIRIES				
FROM CANADA	1211	44.00	38.00	1.20
FROM TERRITORIES	196	21.00	19.00	0.59
B. VISITS TO CLIENTS IN TERRITORY	VISITS : 89	11.00	11.00	0.33
C. EXPORT PROMOTION PROJECTS & EVENTS				
FAIRS	1	1.00	0.00	0.01
MISSIONS	4	4.00	4.50	0.13
OTHER	1	1.00	0.00	0.01
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED	38	3.00	5.50	0.14
E. INVESTMENT/PROMOTION ENQUIRIES				
FROM CANADA	5	0.00	1.50	0.03
FROM TERRITORIES	0	0.00	0.00	0.00
F. TECHNOLOGY INFLOW PROGRAM ENQR'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	7	1.00	3.00	0.07
FROM OTHER GOV'T SOURCES- CONTACTS	39	2.00	0.50	0.03
- REPORTS	7	1.00	0.00	0.01
I. ADMINISTRATION:				
PROGRAM MANAGEMENT & ADMIN.		10.00	0.00	0.10
LEAVE, PROFESSIONAL DEVELOP		0.00	17.00	0.34
J. SERVICE TO OTHER MISSION PROGRAMS		1.00	0.00	0.01
***** TOTALS *****		100.00	100.00	3.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 70  
FROM TERRIT : 26

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 9

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 1  
- LOCALLY-ENGAGED : 2