

TRADE TRACKING SYSTEM

88/03/16

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 3 OF FISCAL YEAR 1987

POST : JAKARTA

	NUMBER	% OFFICER-TIME CANADA	TOTAL-TIME LOC-ENG	PERSON-QTR
A. EXPORT ENQUIRIES				
FROM CANADA	: 333	30.00	28.75	2.05
FROM TERRITORIES	: 133	8.33	16.25	0.90
B. VISITS TO CLIENTS IN TERRITORY	VISITS : 192	8.66	13.75	0.81
C. EXPORT PROMOTION PROJECTS & EVENTS				
FAIRS	: 2	2.66	5.00	0.28
MISSIONS	: 2	8.33	7.50	0.55
OTHER	: 1	3.33	5.00	0.30
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED	: 9	8.33	0.00	0.25
E. INVESTMENT/PROMOTION ENQUIRIES				
FROM CANADA	: 10	2.33	3.75	0.22
FROM TERRITORIES	: 10	1.66	2.50	0.15
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	0.00	2.50	0.10
H. SERVICE REQUESTS FM GOV'T SOURCES-DEA REPTS	: 6	1.66	0.00	0.05
FROM OTHER GOV'T SOURCES- CONTACTS	: 25	2.33	1.25	0.12
- REPORTS	: 8	2.66	0.00	0.08
I. ADMINISTRATION:				
PROGRAM MANAGEMENT & ADMIN.		7.00	1.25	0.26
LEAVE, PROFESSIONAL DEVELOP		2.33	0.00	0.07
J. SERVICE TO OTHER MISSION PROGRAMS	: 10.33	12.50	0.81	
***** TOTALS *****		99.94	100.00	7.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 275
FROM TERRIT : 213

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 17

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 3
- LOCALLY-ENGAGED : 4