

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

8710018

87/09/18

FOR QUARTER 1 OF FISCAL YEAR 1987

REGION : EAST EUROPE

POST BELGRADE

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A. EXPORT ENQUIRIES				
FROM CANADA	2557	21.88	42.54	6.65
FROM TERRITORIES	874	3.88	10.54	1.51
B. VISITS TO CLIENTS IN TERRITORY	478	11.44	8.72	1.99
C. EXPORT PROMOTION PROJECTS & EVENTS				
FAIRS	8	2.77	4.09	0.70
MISSIONS	44	9.66	7.09	1.65
OTHER	86	3.66	5.36	0.92
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED	95	5.77	2.27	0.77
E. INVESTMENT/PROMOTION ENQUIRIES				
FROM CANADA	0	0.00	0.00	0.00
FROM TERRITORIES	5	0.22	0.09	0.03
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. PARTICPT'N IN PROG-RELATED EVENTS IN CANADA	3	1.77	0.00	0.16
H. SERVICE REQUESTS FM GOV'T SOURCES-DEA REPTS	154	7.88	4.54	1.21
FROM OTHER GOV'T SOURCES- CONTACTS	276	3.11	5.36	0.87
- REPORTS	48	3.22	1.18	0.42
I. ADMINISTRATION:				
PROGRAM MANAGEMENT & ADMIN.		10.77	2.18	1.21
LEAVE, PROFESSIONAL DEVELOP		9.44	5.72	1.48
J. SERVICE TO OTHER MISSION PROGRAMS		4.44	0.27	0.43
***** TOTALS *****		99.91	99.95	20.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 323
FROM TERRIT : 164

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 32

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 9
- LOCALLY-ENGAGED : 11