

TRADE TRACKING SYSTEM

88/07/13

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 4 OF FISCAL YEAR 1987

REGION : UNITED STATES

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A. EXPORT ENQUIRIES				
FROM CANADA	: 8004	13.31	26.68	19.60
FROM TERRITORIES	: 6047	9.24	14.43	11.52
B. VISITS TO CLIENTS IN TERRITORY	VISITS : 2262	11.33	10.56	10.49
C. EXPORT PROMOTION PROJECTS & EVENTS				
FAIRS	: 158	4.68	13.94	9.22
MISSIONS	: 111	3.24	7.25	5.16
OTHER	: 151	7.37	2.03	4.36
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED	: 233	3.93	2.19	2.89
E. INVESTMENT/PROMOTION ENQUIRIES				
FROM CANADA	: 280	1.55	0.56	0.99
FROM TERRITORIES	: 2392	6.44	2.82	4.34
F. TECHNOLOGY INFLOW PROGRAM ENGR'S FRM CANADA	: 79	1.46	0.41	0.87
CONNECTIONS ARRANGED	: 23	0.08	0.52	0.31
G. PARTICIP'TN IN PROG-RELATED EVENTS IN CANADA	: 70	4.64	4.74	4.51
H. SERVICE REQUESTS FM GOV'T SOURCES-DEA REPTS	: 140	1.55	0.82	1.12
FROM OTHER GOV'T SOURCES- CONTACTS	: 1037	3.88	2.45	3.00
- REPORTS	: 79	0.51	0.72	0.60
I. ADMINISTRATION:				
PROGRAM MANAGEMENT & ADMIN.		14.28	3.31	8.12
LEAVE, PROFESSIONAL DEVELOP		6.02	5.98	5.76
J. SERVICE TO OTHER MISSION PROGRAMS		6.40	0.50	3.14
***** TOTALS *****		99.91	99.91	96.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 2625
FROM TERRIT : 2977

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 518

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 45
- LOCALLY-ENGAGED : 51