

TRADE TRACKING SYSTEM

90/04/05

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 3 OF FISCAL YEAR 1989

POST : LAGOS

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	209	17.50	18.33	0.90
FROM TERRITORIES :	356	15.00	28.33	1.15
B. VISITS TO CLIENTS IN TERRITORY :	205	14.00	16.66	0.78
C. EXPORT/TRADE/POLICY FAIRS :	0	0.00	0.00	0.00
PROJECTS AND EVENTS MISSIONS :	0	0.00	0.00	0.00
CONFERENCE SEMINARS :	2	1.00	1.00	0.05
OTHER :	0	0.00	0.00	0.00
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	8	5.00	0.00	0.10
POST INITIATED :	1	0.00	3.33	0.10
E. COMMUNICATIONS ACTIVITIES :	5	2.50	0.00	0.05
F. INVESTMENT ENQUIRIES FROM CANADA :	6	1.00	1.66	0.07
FROM TERRITORIES :	6	2.00	0.00	0.04
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	0	0.00	0.00	0.00
CONNECTIONS ARRANGED :	0	0.00	0.00	0.00
H. PARTICIP'T'N IN PROG-REL EVENTS OUTSIDE POST :		17.50	8.33	0.60
I. SERVICE REQUESTS FM GOV'T SOURCES NGO :	3	1.50	0.66	0.05
HOST GOVERNMENT :	14	2.50	3.33	0.15
OTHER DEPARTMENT :	19	5.00	1.66	0.15
PROVINCES/MUNICIPALITIES :	3	1.50	0.00	0.03
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		9.00	0.00	0.18
LEAVE, PROFESSIONAL DEVELOP :		0.00	15.00	0.45
K. SERVICE TO OTHER MISSION PROGRAMS :		5.00	1.66	0.15
***** TOTALS *****		100.00	99.95	5.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 49
FROM TERRIT : 156

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 0

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 2
- LOCALLY-ENGAGED : 3