

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

87/09/18

FOR QUARTER 1 OF FISCAL YEAR 1987

POST : SANTIAGO

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A. EXPORT ENQUIRIES				
FROM CANADA	440	25.50	31.00	1.13
FROM TERRITORIES	368	15.00	36.00	1.02
B. VISITS TO CLIENTS IN TERRITORY VISITS	49	2.50	7.50	0.20
C. EXPORT PROMOTION PROJECTS & EVENTS				
FAIRS	6	18.50	1.50	0.40
MISSIONS	5	10.50	0.00	0.21
OTHER	3	0.50	0.00	0.01
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED	12	4.00	3.00	0.14
E. INVESTMENT/PROMOTION ENQUIRIES				
FROM CANADA	4	0.00	0.00	0.00
FROM TERRITORIES	6	0.00	0.00	0.00
F. TECHNOLOGY INFLOW PROGRAM ENGR'S FRM CANADA	1	0.00	0.50	0.01
CONNECTIONS ARRANGED	4	0.00	0.50	0.01
G. PARTICIP'TN IN PROG-RELATED EVENTS IN CANADA	1	0.00	7.50	0.15
H. SERVICE REQUESTS FM GOV'T SOURCES-DEA REPTS	14	10.00	3.00	0.26
FROM OTHER GOV'T SOURCES- CONTACTS	71	5.50	3.00	0.17
- REPORTS	12	4.00	0.00	0.08
I. ADMINISTRATION:				
PROGRAM MANAGEMENT & ADMIN.		2.00	0.00	0.04
LEAVE, PROFESSIONAL DEVELOP		0.00	0.00	0.00
J. SERVICE TO OTHER MISSION PROGRAMS		2.00	6.50	0.17
***** TOTALS *****		100.00	100.00	4.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 65
FROM TERRIT : 150

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 5

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