

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

87/12/23

FOR QUARTER 2 OF FISCAL YEAR 1987

REGION : UNITED STATES

	NUMBER	% OFFICER-TIME CANADA	TOTAL-TIME LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT ENQUIRIES				
FROM CANADA	6200	12.27	25.67	15.58
FROM TERRITORIES	5595	9.64	16.58	10.70
B. VISITS TO CLIENTS IN TERRITORY VISITS :	1211	8.45	10.51	7.65
C. EXPORT PROMOTION PROJECTS & EVENTS				
FAIRS :	99	3.37	10.20	5.64
MISSIONS :	41	3.35	3.32	2.67
OTHER :	109	3.81	5.51	3.78
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED :	198	3.97	2.58	2.58
E. INVESTMENT/PROMOTION ENQUIRIES				
FROM CANADA :	278	1.27	0.37	0.63
FROM TERRITORIES :	905	6.21	2.11	3.21
F. TECHNOLOGY INFLOW PROGRAM ENGR'S FRM CANADA :	75	1.16	0.53	0.66
CONNECTIONS ARRANGED :	55	0.56	0.67	0.50
G. PARTICIP'T'N IN PROG-RELATED EVENTS IN CANADA :	47	5.13	1.04	2.35
H. SERVICE REQUESTS FM GOV'T SOURCES-DEA REPTS :	116	2.00	1.39	1.34
FROM OTHER GOV'T SOURCES- CONTACTS :	495	2.48	2.02	1.79
- REPORTS :	44	0.94	1.37	0.94
I. ADMINISTRATION:				
PROGRAM MANAGEMENT & ADMIN. :		15.54	3.18	7.12
LEAVE, PROFESSIONAL DEVELOP :		11.81	10.02	8.68
J. SERVICE TO OTHER MISSION PROGRAMS :		7.97	2.86	4.18
***** TOTALS *****		99.93	99.93	80.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 1798
FROM TERRIT : 3588

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 336

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 37
- LOCALLY-ENGAGED : 43