

TRADE TRACKING SYSTEM

87/09/18

WORKLOAD AND OFFICER SUMMARY  
ACTIVITY REPORT

FOR QUARTER 1 OF FISCAL YEAR 1987

POST : MANILA

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT ENQUIRIES				
FROM CANADA	518	33.00	60.00	1.86
FROM TERRITORIES	167	7.00	10.00	0.34
B. VISITS TO CLIENTS IN TERRITORY	VISITS : 120	9.00	10.00	0.38
C. EXPORT PROMOTION PROJECTS & EVENTS				
FAIRS	0	0.00	0.00	0.00
MISSIONS	3	3.00	10.00	0.26
OTHER	6	6.00	3.00	0.18
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED	4	2.00	1.00	0.06
E. INVESTMENT/PROMOTION ENQUIRIES				
FROM CANADA	6	1.00	0.00	0.02
FROM TERRITORIES	4	0.00	0.00	0.00
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. PARTICIP'TN IN PROG-RELATED EVENTS IN CANADA	0	0.00	0.00	0.00
H. SERVICE REQUESTS FM GOV'T SOURCES-DEA REPTS	9	10.00	3.00	0.26
FROM OTHER GOV'T SOURCES- CONTACTS	90	10.00	3.00	0.26
- REPORTS	5	2.00	0.00	0.04
I. ADMINISTRATION:				
PROGRAM MANAGEMENT & ADMIN.		10.00	0.00	0.20
LEAVE, PROFESSIONAL DEVELOP		0.00	0.00	0.00
J. SERVICE TO OTHER MISSION PROGRAMS		7.00	0.00	0.14
***** TOTALS *****		100.00	100.00	4.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 97  
FROM TERRIT : 85

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 11

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