

TRADE TRACKING SYSTEM

87/12/23

WORKLOAD AND OFFICER SUMMARY  
ACTIVITY REPORT

FOR QUARTER 2 OF FISCAL YEAR 1987

POST : ABIDJAN

		NUMBER	% OFFICER-TIME CANADA	TOTAL-TIME LOC-ENG	PERSON-QTR
A. EXPORT ENQUIRIES	FROM CANADA :	235	26.50	28.00	0.81
	FROM TERRITORIES :	211	5.50	29.00	0.40
B. VISITS TO CLIENTS IN TERRITORY	VISITS :	138	19.50	19.00	0.58
C. EXPORT PROMOTION PROJECTS & EVENTS	FAIRS :	3	0.00	1.00	0.01
	MISSIONS :	1	0.00	1.00	0.01
	OTHER :	1	0.00	2.00	0.02
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED	:	0	0.00	0.00	0.00
E. INVESTMENT/PROMOTION ENQUIRIES	FROM CANADA :	0	0.00	0.00	0.00
	FROM TERRITORIES :	1	0.50	0.00	0.01
F. TECHNOLOGY INFLOW PROGRAM ENGR'S FRM CANADA	:	0	0.00	0.00	0.00
	CONNECTIONS ARRANGED :	1	0.00	1.00	0.01
G. PARTICIP'T'N IN PROG-RELATED EVENTS IN CANADA	:	0	0.00	0.00	0.00
H. SERVICE REQUESTS FM GOV'T SOURCES-DEA REPTS	:	12	2.50	0.00	0.05
	FROM OTHER GOV'T SOURCES- CONTACTS :	27	18.50	0.00	0.37
	- REPORTS :	3	2.00	3.00	0.07
I. ADMINISTRATION:	PROGRAM MANAGEMENT & ADMIN. :		7.50	0.00	0.15
	LEAVE, PROFESSIONAL DEVELOP :		17.50	16.00	0.51
J. SERVICE TO OTHER MISSION PROGRAMS	:		0.00	0.00	0.00
***** TOTALS *****			100.00	100.00	3.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 22  
FROM TERRIT : 18

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 6

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 2  
- LOCALLY-ENGAGED : 1