

TRADE TRACKING SYSTEM

88/03/16

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 3 OF FISCAL YEAR 1987

POST : SEATTLE

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A. EXPORT ENQUIRIES				
FROM CANADA :	949	24.00	38.00	2.00
FROM TERRITORIES :	218	7.00	5.25	0.35
B. VISITS TO CLIENTS IN TERRITORY	VISITS : 166	9.00	5.75	0.41
C. EXPORT PROMOTION PROJECTS & EVENTS				
FAIRS :	3	0.50	17.25	0.70
MISSIONS :	3	2.50	2.50	0.15
OTHER :	9	13.50	0.25	0.28
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED :	16	2.00	0.25	0.05
E. INVESTMENT/PROMOTION ENQUIRIES				
FROM CANADA :	6	4.50	0.25	0.10
FROM TERRITORIES :	15	1.50	0.00	0.03
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'T'N IN PROG-RELATED EVENTS IN CANADA :	7	8.50	9.50	0.55
H. SERVICE REQUESTS FM GOV'T SOURCES-DEA REPTS :	16	3.00	0.75	0.09
FROM OTHER GOV'T SOURCES- CONTACTS :	46	2.00	1.50	0.10
- REPORTS :	1	0.00	0.25	0.01
I. ADMINISTRATION:				
PROGRAM MANAGEMENT & ADMIN. :		8.00	0.00	0.16
LEAVE, PROFESSIONAL DEVELOP :		8.50	18.50	0.91
J. SERVICE TO OTHER MISSION PROGRAMS :		5.50	0.00	0.11
***** TOTALS *****		100.00	100.00	6.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 144
FROM TERRIT : 153

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 17

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 2
- LOCALLY-ENGAGED : 4