

TRADE TRACKING SYSTEM

87/12/23

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 2 OF FISCAL YEAR 1987

POST : PRAGUE

	NUMBER	% OFFICER-TIME CANADA	TOTAL-TIME LOC-ENG	PERSON-QTR
A. EXPORT ENQUIRIES				
FROM CANADA :	832	5.00	19.00	0.43
FROM TERRITORIES :	484	2.00	10.00	0.22
B. VISITS TO CLIENTS IN TERRITORY VISITS :	53	9.00	3.00	0.15
C. EXPORT PROMOTION PROJECTS & EVENTS				
FAIRS :	4	15.00	23.50	0.62
MISSIONS :	12	15.00	17.00	0.49
OTHER :	1	0.00	1.00	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 :	0	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. PARTICPT'N IN PRDG-RELATED EVENTS IN CANADA :	0	0.00	0.00	0.00
H. SERVICE REQUESTS FM GOV'T SOURCES-DEA REPTS :	0	0.00	0.00	0.00
FROM OTHER GOV'T SOURCES- CONTACTS :	6	2.00	1.00	0.04
- REPORTS :	0	0.00	0.00	0.00
I. ADMINISTRATION:				
PROGRAM MANAGEMENT & ADMIN. :		35.00	3.50	0.42
LEAVE, PROFESSIONAL DEVELOP :		16.00	22.00	0.60
J. SERVICE TO OTHER MISSION PROGRAMS :		1.00	0.00	0.01
***** TOTALS *****		100.00	100.00	3.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 43
FROM TERRIT : 280

NUMBER OF Pemd APPLICATIONS COMMENTED ON: 5

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