

TRADE TRACKING SYSTEM

88/03/16

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 3 OF FISCAL YEAR 1987

POST : LYON

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR	
A. EXPORT ENQUIRIES					
FROM CANADA :	29	2.50	9.00	0.14	
FROM TERRITORIES :	151	20.50	18.00	0.59	
B. VISITS TO CLIENTS IN TERRITORY	VISITS :	40	11.50	7.00	0.30
C. EXPORT PROMOTION PROJECTS & EVENTS					
FAIRS :	0	0.00	0.00	0.00	
MISSIONS :	127	9.00	13.00	0.31	
OTHER :	14	2.00	1.00	0.05	
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED :	1	2.00	0.00	0.04	
E. INVESTMENT/PROMOTION ENQUIRIES					
FROM CANADA :	5	1.00	0.00	0.02	
FROM TERRITORIES :	4	0.50	0.00	0.01	
F. TECHNOLOGY INFLOW PROGRAM ENGR'S FRM CANADA :	1	0.50	0.00	0.01	
CONNECTIONS ARRANGED :	1	0.00	0.00	0.00	
G. PARTICPT'N IN PROG-RELATED EVENTS IN CANADA :	5	0.50	32.00	0.33	
H. SERVICE REQUESTS FM GOV'T SOURCES-DEA REPTS :	17	4.50	0.00	0.09	
FROM OTHER GOV'T SOURCES- CONTACTS :	26	4.50	3.00	0.12	
- REPORTS :	11	2.50	3.00	0.08	
I. ADMINISTRATION:					
PROGRAM MANAGEMENT & ADMIN. :		16.50	6.00	0.39	
LEAVE, PROFESSIONAL DEVELOP :		7.00	8.00	0.22	
J. SERVICE TO OTHER MISSION PROGRAMS :		15.00	0.00	0.30	
***** TOTALS *****		100.00	100.00	3.00	

NUMBER OF BUSINESS VISITORS FROM CANADA : 26
FROM TERRIT : 41

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 0

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