

TRADE TRACKING SYSTEM

87/09/18

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 1 OF FISCAL YEAR 1987

POST : ISLAMABAD

	NUMBER	% OFFICER-TIME CANADA	LOD-ENG	TOTAL-TIME PERSON-GTR
A. EXPORT ENQUIRIES				
FROM CANADA	: 225	20.00	22.50	0 65
FROM TERRITORIES	: 160	15.00	21.50	0 58
B. VISITS TO CLIENTS IN TERRITORY	VISITS : 17	10.00	3.50	0 17
C. EXPORT PROMOTION PROJECTS & EVENTS				
FAIRS	: 2	5.00	2.50	0 10
MISSIONS	: 2	5.00	2.50	0 10
OTHER	: 0	0.00	0.00	0 00
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED	: 3	5.00	2.50	0 10
E. INVESTMENT/PROMOTION ENQUIRIES				
FROM CANADA	: 2	1.00	0.00	0 01
FROM TERRITORIES	: 4	4.00	1.50	0 07
F. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA	: 0	0.00	0.00	0 00
CONNECTIONS ARRANGED	: 0	0.00	0.00	0 00
G. PARTICPT'N IN PROG-RELATED EVENTS IN CANADA	: 2	0.00	31.50	0 63
H. SERVICE REQUESTS FM GOV'T SOURCES-DEA REPTS	: 0	5.00	4.00	0 13
FROM OTHER GOV'T SOURCES- CONTACTS	: 17	5.00	4.50	0 14
- REPORTS	: 0	0.00	0.00	0 00
I. ADMINISTRATION:				
PROGRAM MANAGEMENT & ADMIN.		10.00	2.50	0 15
LEAVE, PROFESSIONAL DEVELOP		10.00	1.00	0 12
J. SERVICE TO OTHER MISSION PROGRAMS		5.00	0.00	0 05
***** TOTALS *****		100.00	100.00	3 00

NUMBER OF BUSINESS VISITORS FROM CANADA : 44
FROM TERRIT : 65

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 5

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