

04/03/94

Foreign Affairs and International Trade

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 2 OF FISCAL YEAR 1993

POST : BUCHAREST

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	352	20.00	27.50	0.75
FROM TERRITORIES :	146	5.00	17.50	0.40
B. VISITS TO CLIENTS IN TERRITORY :	35	5.00	12.50	0.30
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	0	0.00	0.00	0.00
MISSIONS :	0	0.00	0.00	0.00
CONFERENCE SEMINARS :	1	0.00	2.50	0.05
OTHER :	0	0.00	0.00	0.00
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	2	5.00	2.50	0.10
POST INITIATED :	8	5.00	5.00	0.15
E. COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F. INVESTMENT ENQUIRIES FROM CANADA :	0	0.00	0.00	0.00
FROM TERRITORIES :	0	0.00	0.00	0.00
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	0	0.00	0.00	0.00
CONNECTIONS ARRANGED :	0	0.00	0.00	0.00
H. PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		5.00	2.50	0.10
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	15	10.00	0.00	0.10
HOST GOVERNMENT :	15	5.00	5.00	0.15
OTHER DEPARTMENT :	0	5.00	2.50	0.10
PROVINCES/MUNICIPALITIES :	24	5.00	7.50	0.20
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		5.00	0.00	0.05
LEAVE, PROFESSIONAL DEVELOP :		20.00	12.50	0.45
K. SERVICE TO OTHER MISSION PROGRAMS :		5.00	2.50	0.10
L. TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		100.00	100.00	3.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA :	0
	FROM TERRIT :	21
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	22
	FROM TERRIT :	79
NUMBER OF PEMD APPLICATIONS COMMENTED ON :		8
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	1
	-LOCALLY ENGAGED :	2