

21/02/95

Foreign Affairs and International Trade

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 2 OF FISCAL YEAR 1994

POST : BONN

| | NUMBER | % OFFICER-TIME CANADA | LOC-ENG | TOTAL-TIME PERSON-QTR |
|---|--------|--------------------------|---------|--------------------------|
| A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA : | 173 | 20.50 | 10.00 | 1.22 |
| FROM TERRITORIES : | 167 | 8.00 | 8.00 | 0.64 |
| B. VISITS TO CLIENTS IN TERRITORY : | 62 | 10.25 | 5.75 | 0.64 |
| C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS | | | | |
| FAIRS : | 1 | 1.25 | 0.50 | 0.07 |
| MISSIONS : | 6 | 3.25 | 0.75 | 0.16 |
| CONFERENCE SEMINARS : | 8 | 3.75 | 7.50 | 0.45 |
| OTHER : | 1 | 0.50 | 1.25 | 0.07 |
| D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED : | 3 | 2.00 | 0.00 | 0.08 |
| POST INITIATED : | 22 | 5.00 | 1.50 | 0.26 |
| E. COMMUNICATIONS ACTIVITIES : | 9 | 3.00 | 4.50 | 0.30 |
| F. INVESTMENT ENQUIRIES | | | | |
| FROM CANADA : | 3 | 0.25 | 0.75 | 0.04 |
| FROM TERRITORIES : | 108 | 1.25 | 5.00 | 0.25 |
| G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA : | 50 | 0.00 | 3.00 | 0.12 |
| CONNECTIONS ARRANGED : | 37 | 0.00 | 11.25 | 0.45 |
| H. PARTICIP'T'N IN PROG-REL EVENTS OUTSIDE POST : | | 5.00 | 0.00 | 0.20 |
| I. SERVICE REQUESTS FM GOV'T SOURCES | | | | |
| NGO : | 7 | 0.75 | 0.75 | 0.06 |
| HOST GOVERNMENT : | 10 | 0.50 | 1.00 | 0.06 |
| OTHER DEPARTMENT : | 15 | 2.00 | 6.00 | 0.32 |
| PROVINCES/MUNICIPALITIES : | 11 | 0.25 | 2.00 | 0.09 |
| J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.: | | 4.50 | 7.50 | 0.48 |
| LEAVE, PROFESSIONAL DEVELOP : | | 26.25 | 21.75 | 1.92 |
| K. SERVICE TO OTHER MISSION PROGRAMS : | | 1.50 | 1.25 | 0.11 |
| L. TOURISM PROGRAM ACTIVITIES : | | 0.25 | 0.00 | 0.01 |
| ***** TOTALS ***** | | 100.00 | 100.00 | 8.00 |

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| NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) | FROM CANADA : | 17 |
| | FROM TERRIT : | 7 |
| NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) | FROM CANADA : | 25 |
| | FROM TERRIT : | 34 |
| NUMBER OF PEMD APPLICATIONS COMMENTED ON : | | 6 |
| NUMBER OF OCCUPIED OFFICER POSITIONS | -CANADA BASED : | 4 |
| | -LOCALLY ENGAGED : | 4 |