

02/06/92

External Affairs and International Trade Canada

TSRPT02E

## TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT  
FOR QUARTER 3 OF FISCAL YEAR 1991

POST : DUSSELDORF

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	269	12.33	32.33	1.34
FROM TERRITORIES :	254	7.00	23.66	0.92
B.VISITS TO CLIENTS IN TERRITORY :	51	7.00	7.00	0.42
C.EXPORT/TRADE/POLICY FAIRS :	5	6.66	2.33	0.27
PROJECTS AND EVENTS MISSIONS :	10	1.66	5.33	0.21
CONFERENCE SEMINARS :	2	0.00	1.00	0.03
OTHER :	2	1.66	0.00	0.05
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	3	0.00	0.66	0.02
POST INITIATED :	12	3.33	2.00	0.16
E.COMMUNICATIONS ACTIVITIES :	10	3.33	0.00	0.10
F.INVESTMENT ENQUIRIES FROM CANADA :	8	2.33	1.00	0.10
FROM TERRITORIES :	5	0.00	0.66	0.02
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 :		5.66	11.33	0.51
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	11	1.66	1.66	0.10
HOST GOVERNMENT :	1	0.00	1.00	0.03
OTHER DEPARTMENT :	17	5.00	6.00	0.33
PROVINCES/MUNICIPALITIES :	32	2.66	2.00	0.14
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		10.66	1.00	0.35
LEAVE, PROFESSIONAL DEVELOP :		7.66	1.00	0.26
K.SERVICE TO OTHER MISSION PROGRAMS :		21.33	0.00	0.64
L.TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		99.93	99.96	6.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA :	43
FROM TERRIT :	9
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA :	88
FROM TERRIT :	24
NUMBER OF PEMD APPLICATIONS COMMENTED ON :	23
NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED :	3
-LOCALLY ENGAGED :	3