

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

89/05/12

FOR QUARTER 3 OF FISCAL YEAR 1988

POST : BUDAPEST

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	121	25.00	23.00	0.48
FROM TERRITORIES :	129	7.00	35.00	0.42
B.VISITS TO CLIENTS IN TERRITORY :	118	30.00	21.00	0.51
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	0	0.00	0.00	0.00
MISSIONS :	1	0.00	1.00	0.01
CONFERENCE SEMINARS :	1	3.00	0.00	0.03
OTHER :	16	0.00	4.00	0.04
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	6	2.00	4.00	0.06
POST INITIATED :	12	4.00	1.00	0.05
E.COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F.INVESTMENT ENQUIRIES				
FROM CANADA :	3	1.00	0.00	0.01
FROM TERRITORIES :	2	2.00	0.00	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.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		17.00	0.00	0.17
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	3	0.00	1.00	0.01
HOST GOVERNMENT :	5	2.00	0.00	0.02
OTHER DEPARTMENT :	16	2.00	3.00	0.05
PROVINCES/MUNICIPALITIES :	5	2.00	0.00	0.02
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		2.00	6.00	0.08
LEAVE, PROFESSIONAL DEVELOP :		1.00	1.00	0.02
K.SERVICE TO OTHER MISSION PROGRAMS :		0.00	0.00	0.00
***** TOTALS *****		100.00	100.00	2.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 53
FROM TERRIT : 75

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 7

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