

TRADE TRACKING SYSTEM

88/11/09

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 1 OF FISCAL YEAR 1988

POST : COPENHAGEN

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	356	12.00	19.00	0.50
FROM TERRITORIES :	332	2.00	18.50	0.39
B.VISITS TO CLIENTS IN TERRITORY :	28	10.00	7.50	0.25
C.EXPORT/TRADE/POLICY FAIRS :	0	0.00	0.00	0.00
PROJECTS AND EVENTS MISSIONS :	3	3.00	4.00	0.11
CONFERENCE SEMINARS :	2	0.00	2.50	0.05
OTHER :	1	3.00	0.00	0.03
D.COMMERCIAL / ECONOMIC REPORTS HQ REQUESTED :	26	15.00	2.50	0.20
POST INITIATED :	9	5.00	3.50	0.12
E.COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F.INVESTMENT ENQUIRIES FROM CANADA :	9	2.00	0.00	0.02
FROM TERRITORIES :	4	5.00	0.50	0.06
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	14	0.00	3.50	0.07
CONNECTIONS ARRANGED :	11	0.00	2.50	0.05
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		0.00	0.00	0.00
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	3	0.00	2.50	0.05
HOST GOVERNMENT :	5	1.00	1.50	0.04
OTHER DEPARTMENT :	35	4.00	3.50	0.11
PROVINCES/MUNICIPALITIES :	12	2.00	2.00	0.06
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		14.00	18.00	0.50
LEAVE, PROFESSIONAL DEVELOP :		15.00	8.50	0.32
K.SERVICE TO OTHER MISSION PROGRAMS :		7.00	0.00	0.07
***** TOTALS *****		100.00	100.00	3.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 71
FROM TERRIT : 37

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 6

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