

TRADE TRACKING SYSTEM

89/01/18

WORKLOAD AND OFFICER SUMMARY  
ACTIVITY REPORT

FOR QUARTER 2 OF FISCAL YEAR 1988

POST : BRUSSELS, NAC

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	750	15.00	0.00	0.60
FROM TERRITORIES :	90	5.00	0.00	0.20
B.VISITS TO CLIENTS IN TERRITORY :	0	4.00	0.00	0.16
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	2	9.00	0.00	0.36
MISSIONS :	0	0.00	0.00	0.00
CONFERENCE SEMINARS :	4	5.00	0.00	0.20
OTHER :	0	0.00	0.00	0.00
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	5	2.00	0.00	0.08
POST INITIATED :	25	3.00	0.00	0.12
E.COMMUNICATIONS ACTIVITIES :	5	2.00	0.00	0.08
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'T'N IN PROG-REL EVENTS OUTSIDE POST :		0.00	0.00	0.00
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	0	0.00	0.00	0.00
HOST GOVERNMENT :	0	0.00	0.00	0.00
OTHER DEPARTMENT :	180	20.00	0.00	0.80
PROVINCES/MUNICIPALITIES :	0	0.00	0.00	0.00
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		5.00	0.00	0.20
LEAVE, PROFESSIONAL DEVELOP :		20.00	0.00	0.80
K.SERVICE TO OTHER MISSION PROGRAMS :		10.00	0.00	0.40
***** TOTALS *****		100.00	0.00	4.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 35  
FROM TERRIT : 0

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 0

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 4  
- LOCALLY-ENGAGED : 0