

TRADE TRACKING SYSTEM

89/01/18

WORKLOAD AND OFFICER SUMMARY  
ACTIVITY REPORT

FOR QUARTER 2 OF FISCAL YEAR 1988

POST : PRAGUE

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	358	5.00	24.00	0.53
FROM TERRITORIES :	278	10.00	16.00	0.42
B.VISITS TO CLIENTS IN TERRITORY :	43	6.00	9.50	0.25
C.EXPORT/TRADE/POLICY FAIRS :	3	24.00	14.50	0.53
PROJECTS AND EVENTS MISSIONS :	0	0.00	0.00	0.00
CONFERENCE SEMINARS :	0	0.00	0.00	0.00
OTHER :	2	10.00	1.00	0.12
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	3	3.00	0.00	0.03
POST INITIATED :	6	6.00	0.00	0.06
E.COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
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 :	2	1.00	0.00	0.01
HOST GOVERNMENT :	10	5.00	0.00	0.05
OTHER DEPARTMENT :	1	11.00	8.00	0.27
PROVINCES/MUNICIPALITIES :	7	5.00	0.50	0.06
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		3.00	6.00	0.15
LEAVE, PROFESSIONAL DEVELOP :		8.00	18.50	0.45
K.SERVICE TO OTHER MISSION PROGRAMS :		3.00	2.00	0.07
***** TOTALS *****		100.00	100.00	3.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 39  
FROM TERRIT : 360

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 5

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