

21/02/95

Foreign Affairs and International Trade

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 2 OF FISCAL YEAR 1994

POST : MUNICH

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA	: 274	18.00	12.66	0.74
FROM TERRITORIES	: 402	17.50	17.33	0.87
B. VISITS TO CLIENTS IN TERRITORY	: 55	20.00	11.33	0.74
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS	: 7	3.50	7.00	0.28
MISSIONS	: 3	4.00	7.66	0.31
CONFERENCE SEMINARS	: 3	1.00	1.00	0.05
OTHER	: 3	0.00	0.33	0.01
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED	: 0	0.00	0.00	0.00
POST INITIATED	: 10	3.50	11.00	0.40
E. COMMUNICATIONS ACTIVITIES	: 3	1.50	0.00	0.03
F. INVESTMENT ENQUIRIES				
FROM CANADA	: 1	2.50	0.00	0.05
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. PARTICIPATION IN PROG-REL EVENTS OUTSIDE POST	: 0	0.00	0.00	0.00
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO	: 0	0.00	0.00	0.00
HOST GOVERNMENT	: 1	0.50	1.66	0.06
OTHER DEPARTMENT	: 78	4.50	7.33	0.31
PROVINCES/MUNICIPALITIES	: 21	5.00	3.00	0.19
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.	: 9.00	5.66	0.35	
LEAVE, PROFESSIONAL DEVELOP	: 2.00	14.00	0.46	
K. SERVICE TO OTHER MISSION PROGRAMS	: 7.50	0.00	0.15	
L. TOURISM PROGRAM ACTIVITIES	: 0.00	0.00	0.00	
***** TOTALS *****		100.00	99.96	5.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA	: 8
	FROM TERRIT	: 4
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA	: 25
	FROM TERRIT	: 61
NUMBER OF PEMD APPLICATIONS COMMENTED ON		: 5
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED	: 2
	-LOCALLY ENGAGED	: 3