

25/05/92

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 2 OF FISCAL YEAR 1991

POST : MUNICH

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	163	14.00	16.66	0.92
FROM TERRITORIES :	170	1.00	16.66	0.53
B. VISITS TO CLIENTS IN TERRITORY :	58	13.33	18.33	0.95
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	3	0.66	6.66	0.22
MISSIONS :	5	2.66	0.00	0.08
CONFERENCE SEMINARS :	5	5.66	0.00	0.17
OTHER :	8	0.33	3.33	0.11
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	1	0.33	0.00	0.01
POST INITIATED :	17	0.66	12.00	0.38
E. COMMUNICATIONS ACTIVITIES :	16	6.66	1.66	0.25
F. INVESTMENT ENQUIRIES				
FROM CANADA :	3	0.00	0.66	0.02
FROM TERRITORIES :	4	0.66	2.00	0.08
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	3	0.00	0.00	0.00
CONNECTIONS ARRANGED :	5	0.00	6.66	0.20
H. PARTICIP'TN 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 :	6	2.33	0.00	0.07
OTHER DEPARTMENT :	13	4.66	1.66	0.19
PROVINCES/MUNICIPALITIES :	7	2.00	0.00	0.06
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN. :		18.00	2.33	0.61
LEAVE, PROFESSIONAL DEVELOP :		13.66	11.00	0.74
K. SERVICE TO OTHER MISSION PROGRAMS :		13.33	0.33	0.41
L. TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		99.93	99.94	6.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA : 10

FROM TERRIT : 0

NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA : 2

FROM TERRIT : 23

NUMBER OF PEMD APPLICATIONS COMMENTED ON : 65

NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED : 3

-LOCALLY ENGAGED : 3