

27/07/93

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 4 OF FISCAL YEAR 1992

SUB-REGION: EAST EUROPE

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	1544	25.33	32.75	4.14
FROM TERRITORIES :	1071	9.16	17.12	1.92
B. VISITS TO CLIENTS IN TERRITORY :	327	11.00	11.87	1.61
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	3	0.16	1.75	0.15
MISSIONS :	21	17.83	6.50	1.59
CONFERENCE SEMINARS :	4	1.16	0.75	0.13
OTHER :	1	0.00	0.12	0.01
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	22	4.83	2.62	0.50
POST INITIATED :	40	6.16	2.12	0.54
E. COMMUNICATIONS ACTIVITIES :	7	0.66	0.00	0.04
F. INVESTMENT ENQUIRIES FROM CANADA :	44	2.50	0.12	0.16
FROM TERRITORIES :	58	0.83	1.62	0.18
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	14	0.00	0.50	0.04
CONNECTIONS ARRANGED :	0	0.00	0.00	0.00
H. PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		2.00	1.00	0.20
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	40	1.50	0.87	0.16
HOST GOVERNMENT :	65	3.00	3.00	0.42
OTHER DEPARTMENT :	68	3.00	3.37	0.45
PROVINCES/MUNICIPALITIES :	63	1.66	3.75	0.40
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		3.83	0.75	0.29
LEAVE, PROFESSIONAL DEVELOP :		2.83	7.87	0.80
K. SERVICE TO OTHER MISSION PROGRAMS :		2.50	1.50	0.27
L. TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		99.94	99.95	14.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA :	79
FROM TERRIT :	188
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA :	532
FROM TERRIT :	437
NUMBER OF PEMD APPLICATIONS COMMENTED ON :	38
NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED :	6
-LOCALLY ENGAGED :	8