

TSRPT02E

## TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT  
FOR QUARTER 1 OF FISCAL YEAR 1992

POST	:	MOSCOW	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
				CANADA	LOC-ENG	
A. EXPORT/TRADE/POLICY ENQUIRIES		FROM CANADA :	199	15.00	0.00	0.45
		FROM TERRITORIES :	172	5.00	0.00	0.15
B. VISITS TO CLIENTS IN TERRITORY	:		71	10.00	0.00	0.30
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS		FAIRS :	1	5.00	0.00	0.15
		MISSIONS :	20	25.00	0.00	0.75
		CONFERENCE SEMINARS :	4	2.00	0.00	0.06
		OTHER :	0	0.00	0.00	0.00
D. COMMERCIAL* ECONOMIC REPORTS		HQ REQUESTED :	14	5.00	0.00	0.15
		POST INITIATED :	24	10.00	0.00	0.30
E. COMMUNICATIONS ACTIVITIES	:		7	1.00	0.00	0.03
F. INVESTMENT ENQUIRIES		FROM CANADA :	11	1.00	0.00	0.03
		FROM TERRITORIES :	1	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 :	6	1.00	0.00	0.03
		HOST GOVERNMENT :	22	5.00	0.00	0.15
		OTHER DEPARTMENT :	52	10.00	0.00	0.30
		PROVINCES/MUNICIPALITIES :	19	5.00	0.00	0.15
J. ADMINISTRATION:		PROGRAM MANAGEMENT & ADMIN. :		0.00	0.00	0.00
		LEAVE, PROFESSIONAL DEVELOP :		0.00	0.00	0.00
K. SERVICE TO OTHER MISSION PROGRAMS	:			0.00	0.00	0.00
L. TOURISM PROGRAM ACTIVITIES	:			0.00	0.00	0.00
***** TOTALS *****				100.00	0.00	3.00
NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)			FROM CANADA :	42		
			FROM TERRIT :	11		
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)			FROM CANADA :	67		
			FROM TERRIT :	20		
NUMBER OF PEMD APPLICATIONS COMMENTED ON			:	11		
NUMBER OF OCCUPIED OFFICER POSITIONS			-CANADA BASED :	3		
			-LOCALLY ENGAGED :	0		