

17/11/94

Foreign Affairs and International Trade

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 1 OF FISCAL YEAR 1994

POST : BUCHAREST

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	351	20.00	29.50	0.79
FROM TERRITORIES :	197	5.00	17.00	0.39
B. VISITS TO CLIENTS IN TERRITORY :	57	5.00	14.50	0.34
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	1	9.00	5.50	0.20
MISSIONS :	1	0.00	2.00	0.04
CONFERENCE SEMINARS :	0	0.00	0.00	0.00
OTHER :	0	0.00	0.00	0.00
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	2	0.00	1.50	0.03
POST INITIATED :	3	10.00	4.00	0.18
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'TN IN PROG-REL EVENTS OUTSIDE POST :		6.00	0.00	0.06
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	7	5.00	8.00	0.21
HOST GOVERNMENT :	11	7.00	3.50	0.14
OTHER DEPARTMENT :	6	0.00	2.50	0.05
PROVINCES/MUNICIPALITIES :	13	10.00	7.50	0.25
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		10.00	1.00	0.12
LEAVE, PROFESSIONAL DEVELOP :		8.00	3.50	0.15
K. SERVICE TO OTHER MISSION PROGRAMS :		5.00	0.00	0.05
L. TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		100.00	100.00	3.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA :	4
	FROM TERRIT :	9
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	31
	FROM TERRIT :	97
NUMBER OF PEMD APPLICATIONS COMMENTED ON	:	3
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	1
	-LOCALLY ENGAGED :	2