

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 : BELGRADE

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA	: 225	30.00	35.00	1.30
FROM TERRITORIES	: 90	10.00	25.00	0.70
B.VISITS TO CLIENTS IN TERRITORY	: 63	15.00	15.00	0.60
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS	: 0	0.00	0.00	0.00
MISSIONS	: 0	0.00	0.00	0.00
CONFERENCE SEMINARS	: 0	0.00	0.00	0.00
OTHER	: 0	0.00	0.00	0.00
D.COMMERCIAL* ECONOMIC REPORTS				
HQ REQUESTED	: 3	12.50	2.50	0.30
POST INITIATED	: 0	0.00	0.00	0.00
E.COMMUNICATIONS ACTIVITIES	: 0	0.00	0.00	0.00
F.INVESTMENT ENQUIRIES				
FROM CANADA	: 3	2.50	2.50	0.10
FROM TERRITORIES	: 2	2.50	2.50	0.10
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	: 0	0.00	0.00	0.00
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO	: 3	5.00	2.50	0.15
HOST GOVERNMENT	: 5	5.00	7.50	0.25
OTHER DEPARTMENT	: 10	7.50	2.50	0.20
PROVINCES/MUNICIPALITIES	: 10	10.00	5.00	0.30
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	0.00	0.00	0.00
L.TOURISM PROGRAM ACTIVITIES	: 0	0.00	0.00	0.00
***** TOTALS *****		100.00	100.00	4.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA	: 29
	FROM TERRIT	: 47
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA	: 0
	FROM TERRIT	: 0

NUMBER OF PEMD APPLICATIONS COMMENTED ON	: 2
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NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED	: 2
	-LOCALLY ENGAGED	: 2