

TRADE TRACKING SYSTEM

90/01/22

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 2 OF FISCAL YEAR 1989

POST : MUNICH

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	141	8.66	16.00	0.58
FROM TERRITORIES :	128	2.00	19.50	0.45
B.VISITS TO CLIENTS IN TERRITORY :	62	4.33	15.50	0.44
C.EXPORT/TRADE/POLICY FAIRS :	10	2.66	17.50	0.43
PROJECTS AND EVENTS MISSIONS :	3	0.33	8.50	0.18
CONFERENCE SEMINARS :	1	1.00	0.00	0.03
OTHER :	0	0.00	0.00	0.00
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	5	0.33	0.00	0.01
POST INITIATED :	18	2.00	5.00	0.16
E.COMMUNICATIONS ACTIVITIES :	7	1.33	0.00	0.04
F.INVESTMENT ENQUIRIES FROM CANADA :	42	0.66	0.50	0.03
FROM TERRITORIES :	19	1.00	3.50	0.10
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	1	0.00	0.00	0.00
CONNECTIONS ARRANGED :	1	0.33	0.00	0.01
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		0.00	0.00	0.00
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	1	1.00	0.00	0.03
HOST GOVERNMENT :	3	0.00	0.00	0.00
OTHER DEPARTMENT :	6	2.33	2.50	0.12
PROVINCES/MUNICIPALITIES :	9	8.00	0.00	0.24
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		28.66	0.00	0.86
LEAVE, PROFESSIONAL DEVELOP :		22.00	11.50	0.89
K.SERVICE TO OTHER MISSION PROGRAMS :		13.33	0.00	0.40
***** TOTALS *****		99.95	100.00	5.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 72
FROM TERRIT : 9

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 11

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 3
- LOCALLY-ENGAGED : 2