

09/09/92

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

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

POST : BARCELONA

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	80	15.00	15.00	0.30
FROM TERRITORIES :	75	10.00	20.00	0.30
B. VISITS TO CLIENTS IN TERRITORY :	7	5.00	10.00	0.15
C. EXPORT/TRADE/POLICY FAIRS :	0	0.00	0.00	0.00
PROJECTS AND EVENTS MISSIONS :	2	30.00	30.00	0.60
CONFERENCE SEMINARS :	0	0.00	0.00	0.00
OTHER :	1	0.00	10.00	0.10
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	0	0.00	0.00	0.00
POST INITIATED :	0	0.00	0.00	0.00
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'T'N IN PROG-REL EVENTS OUTSIDE POST :		0.00	0.00	0.00
I. SERVICE REQUESTS FM GOV'T SOURCES NGO :	0	0.00	0.00	0.00
HOST GOVERNMENT :	0	0.00	0.00	0.00
OTHER DEPARTMENT :	0	0.00	10.00	0.10
PROVINCES/MUNICIPALITIES :	1	10.00	5.00	0.15
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		25.00	0.00	0.25
LEAVE, PROFESSIONAL DEVELOP :		0.00	0.00	0.00
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	2.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA :	5
FROM TERRIT :	13
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA :	8
FROM TERRIT :	19
NUMBER OF PEMD APPLICATIONS COMMENTED ON :	0
NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED :	1
-LOCALLY ENGAGED :	1