

TRADE TRACKING SYSTEM

89/10/05

WORKLOAD AND OFFICER SUMMARY  
ACTIVITY REPORT

FOR QUARTER 4 OF FISCAL YEAR 1988

POST : MUNICH

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	310	12.00	21.00	0.66
FROM TERRITORIES :	140	13.00	19.00	0.64
B. VISITS TO CLIENTS IN TERRITORY :	80	9.00	23.00	0.64
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS FAIRS :	6	10.00	18.00	0.56
MISSIONS :	3	8.00	8.00	0.32
CONFERENCE SEMINARS :	1	0.00	5.00	0.10
OTHER :	1	1.50	0.00	0.03
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	3	0.00	0.00	0.00
POST INITIATED :	21	1.00	3.00	0.08
E. COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F. INVESTMENT ENQUIRIES FROM CANADA :	21	1.50	0.00	0.03
FROM TERRITORIES :	40	12.00	3.00	0.30
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	3	0.00	0.00	0.00
CONNECTIONS ARRANGED :	2	0.00	0.00	0.00
H. PARTICIP'T'N IN PROG-REL EVENTS OUTSIDE POST :		1.50	0.00	0.03
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 :	4	0.00	0.00	0.00
PROVINCES/MUNICIPALITIES :	11	0.50	0.00	0.01
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		12.00	0.00	0.24
LEAVE, PROFESSIONAL DEVELOP :		10.00	0.00	0.20
K. SERVICE TO OTHER MISSION PROGRAMS :		8.00	0.00	0.16
***** TOTALS *****		100.00	100.00	4.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 191  
FROM TERRIT : 52

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 12

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