

27/07/93

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 4 OF FISCAL YEAR 1992

POST : MUNICH

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	277	6.00	11.33	0.52
FROM TERRITORIES :	432	3.33	13.66	0.51
B.VISITS TO CLIENTS IN TERRITORY :	84	13.33	12.66	0.78
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	9	8.33	12.00	0.61
MISSIONS :	15	5.00	9.66	0.44
CONFERENCE SEMINARS :	3	1.00	0.33	0.04
OTHER :	1	10.00	0.00	0.30
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	5	0.66	0.33	0.03
POST INITIATED :	28	2.00	6.33	0.25
E.COMMUNICATIONS ACTIVITIES :	13	1.33	0.00	0.04
F.INVESTMENT ENQUIRIES				
FROM CANADA :	2	0.66	0.00	0.02
FROM TERRITORIES :	6	1.66	0.66	0.07
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.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		3.33	0.00	0.10
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	1	0.00	0.33	0.01
HOST GOVERNMENT :	3	0.66	0.00	0.02
OTHER DEPARTMENT :	88	8.33	4.33	0.38
PROVINCES/MUNICIPALITIES :	9	3.33	0.33	0.11
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		10.66	0.33	0.33
LEAVE, PROFESSIONAL DEVELOP :		8.00	27.66	1.07
K.SERVICE TO OTHER MISSION PROGRAMS :		12.33	0.00	0.37
L.TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		99.94	99.94	6.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA :	25
	FROM TERRIT :	1
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	129
	FROM TERRIT :	8
NUMBER OF PEMD APPLICATIONS COMMENTED ON :		23
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	3
	-LOCALLY ENGAGED :	3