

TRADE TRACKING SYSTEM

89/12/12

WORKLOAD AND OFFICER SUMMARY  
ACTIVITY REPORT

FOR QUARTER 1 OF FISCAL YEAR 1989

POST : DUSSELDORF

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	246	8.66	27.66	1.09
FROM TERRITORIES :	257	12.00	16.33	0.85
B. VISITS TO CLIENTS IN TERRITORY :	65	11.66	8.33	0.60
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	23	4.66	27.00	0.95
MISSIONS :	8	2.00	4.33	0.19
CONFERENCE SEMINARS :	3	2.00	0.00	0.06
OTHER :	7	2.66	0.00	0.08
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	2	1.00	0.00	0.03
POST INITIATED :	38	7.33	0.66	0.24
E. COMMUNICATIONS ACTIVITIES :	10	1.66	0.00	0.05
F. INVESTMENT ENQUIRIES				
FROM CANADA :	1	0.00	0.00	0.00
FROM TERRITORIES :	18	1.33	1.66	0.09
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	8	0.00	1.66	0.05
CONNECTIONS ARRANGED :	5	0.00	0.66	0.02
H. PARTICIP'T'N IN PROG-REL EVENTS OUTSIDE POST :		2.33	0.00	0.07
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	9	0.33	1.66	0.06
HOST GOVERNMENT :	3	1.33	0.00	0.04
OTHER DEPARTMENT :	47	0.33	6.66	0.21
PROVINCES/MUNICIPALITIES :	27	4.00	3.33	0.22
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		11.66	0.00	0.35
LEAVE, PROFESSIONAL DEVELOP :		13.33	0.00	0.40
K. SERVICE TO OTHER MISSION PROGRAMS :		11.66	0.00	0.35
***** TOTALS *****		99.93	99.94	6.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 240  
FROM TERRIT : 23

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 48

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