

21/02/95

Foreign Affairs and International Trade

TSRPT02E

## TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT  
FOR QUARTER 2 OF FISCAL YEAR 1994

POST : BUDAPEST

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	273	11.00	17.66	0.75
FROM TERRITORIES :	303	1.50	20.33	0.64
B. VISITS TO CLIENTS IN TERRITORY :	85	19.00	11.33	0.72
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	3	15.00	1.66	0.35
MISSIONS :	3	8.00	0.00	0.16
CONFERENCE SEMINARS :	3	0.00	2.66	0.08
OTHER :	1	0.00	0.00	0.00
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	7	1.00	5.66	0.19
POST INITIATED :	6	3.00	4.00	0.18
E. COMMUNICATIONS ACTIVITIES :	28	0.50	2.66	0.09
F. INVESTMENT ENQUIRIES				
FROM CANADA :	3	1.00	0.00	0.02
FROM TERRITORIES :	2	0.00	1.00	0.03
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'TN IN PROG-REL EVENTS OUTSIDE POST :		0.00	0.00	0.00
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	37	2.50	2.66	0.13
HOST GOVERNMENT :	9	0.50	0.66	0.03
OTHER DEPARTMENT :	16	1.50	1.33	0.07
PROVINCES/MUNICIPALITIES :	23	3.00	2.00	0.12
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN. :		25.00	4.66	0.64
LEAVE, PROFESSIONAL DEVELOP :		6.50	21.00	0.76
K. SERVICE TO OTHER MISSION PROGRAMS :		1.00	0.66	0.04
L. TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		100.00	99.93	5.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA :	5
	FROM TERRIT :	11
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	30
	FROM TERRIT :	63
NUMBER OF PEMD APPLICATIONS COMMENTED ON :		2
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	2
	-LOCALLY ENGAGED :	3