

TRADE TRACKING SYSTEM

89/01/18

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 2 OF FISCAL YEAR 1988

POST : BONN

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	203	16.66	12.50	0.75
FROM TERRITORIES :	149	6.66	7.50	0.35
B.VISITS TO CLIENTS IN TERRITORY :	16	1.66	5.00	0.15
C.EXPORT/TRADE/POLICY FAIRS :	4	11.66	0.00	0.35
PROJECTS AND EVENTS MISSIONS :	1	1.66	0.00	0.05
CONFERENCE SEMINARS :	2	1.66	0.00	0.05
OTHER :	2	0.00	5.00	0.10
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	10	6.66	2.50	0.25
POST INITIATED :	9	3.33	5.00	0.20
E.COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F.INVESTMENT ENQUIRIES FROM CANADA :	4	5.00	0.00	0.15
FROM TERRITORIES :	15	26.66	0.00	0.80
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	12	0.00	25.00	0.50
CONNECTIONS ARRANGED :	1	0.00	5.00	0.10
H.PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		1.66	0.00	0.05
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	5	1.66	0.00	0.05
HOST GOVERNMENT :	7	1.00	0.00	0.03
OTHER DEPARTMENT :	15	3.33	5.00	0.20
PROVINCES/MUNICIPALITIES :	2	2.33	0.00	0.07
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		5.66	5.00	0.27
LEAVE, PROFESSIONAL DEVELOP :		2.66	2.50	0.13
K.SERVICE TO OTHER MISSION PROGRAMS :		0.00	20.00	0.40
***** TOTALS *****		99.91	100.00	5.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 21
FROM TERRIT : 17

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 16

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 3
- LOCALLY-ENGAGED : 2