

17/11/94

Foreign Affairs and International Trade

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 1 OF FISCAL YEAR 1994

POST : MUNICH

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	319	11.33	14.00	0.76
FROM TERRITORIES :	427	7.00	17.66	0.74
B. VISITS TO CLIENTS IN TERRITORY :	226	10.00	15.66	0.77
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	5	0.00	6.66	0.20
MISSIONS :	1	1.00	0.00	0.03
CONFERENCE SEMINARS :	3	0.33	0.33	0.02
OTHER :	3	0.00	0.66	0.02
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	5	2.33	0.33	0.08
POST INITIATED :	35	4.33	9.66	0.42
E. COMMUNICATIONS ACTIVITIES :	25	5.00	0.00	0.15
F. INVESTMENT ENQUIRIES				
FROM CANADA :	10	1.66	2.33	0.12
FROM TERRITORIES :	12	4.66	1.66	0.19
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	10.33	0.31
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	1	0.66	0.00	0.02
HOST GOVERNMENT :	3	1.66	0.00	0.05
OTHER DEPARTMENT :	59	2.66	4.66	0.22
PROVINCES/MUNICIPALITIES :	24	4.00	1.33	0.16
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		9.00	1.00	0.30
LEAVE, PROFESSIONAL DEVELOP :		13.66	13.66	0.82
K. SERVICE TO OTHER MISSION PROGRAMS :		20.66	0.00	0.62
L. TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		99.94	99.93	6.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA :	3
	FROM TERRIT :	2
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	11
	FROM TERRIT :	12
NUMBER OF PEMD APPLICATIONS COMMENTED ON	:	2
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	3
	-LOCALLY ENGAGED :	3