

29/06/92

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 4 OF FISCAL YEAR 1991

SUB-REGION: EAST EUROPE

| | NUMBER | % OFFICER-TIME CANADA | LOC-ENG | TOTAL-TIME PERSON-QTR |
|--|--------|--------------------------|---------|--------------------------|
| A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA : | 1251 | 21.50 | 32.10 | 5.36 |
| FROM TERRITORIES : | 898 | 8.00 | 13.00 | 2.10 |
| B. VISITS TO CLIENTS IN TERRITORY : | 547 | 9.80 | 7.30 | 1.71 |
| C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS | | | | |
| FAIRS : | 4 | 0.30 | 1.40 | 0.17 |
| MISSIONS : | 36 | 10.90 | 18.60 | 2.95 |
| CONFERENCE SEMINARS : | 20 | 1.90 | 1.90 | 0.38 |
| OTHER : | 27 | 3.90 | 2.10 | 0.60 |
| D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED : | 73 | 6.00 | 2.00 | 0.80 |
| POST INITIATED : | 90 | 9.70 | 1.10 | 1.08 |
| E. COMMUNICATIONS ACTIVITIES : | 14 | 1.30 | 0.20 | 0.15 |
| F. INVESTMENT ENQUIRIES | | | | |
| FROM CANADA : | 45 | 1.50 | 1.70 | 0.32 |
| FROM TERRITORIES : | 60 | 0.90 | 1.70 | 0.26 |
| G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA : | 34 | 0.00 | 1.60 | 0.16 |
| CONNECTIONS ARRANGED : | 0 | 0.00 | 0.00 | 0.00 |
| H. PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST : | | 1.70 | 0.00 | 0.17 |
| I. SERVICE REQUESTS FM GOV'T SOURCES | | | | |
| NGO : | 44 | 1.50 | 1.50 | 0.30 |
| HOST GOVERNMENT : | 67 | 2.20 | 1.50 | 0.37 |
| OTHER DEPARTMENT : | 101 | 3.80 | 0.70 | 0.45 |
| PROVINCES/MUNICIPALITIES : | 83 | 2.70 | 2.10 | 0.48 |
| J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.: | | 7.60 | 3.10 | 1.07 |
| LEAVE, PROFESSIONAL DEVELOP : | | 4.00 | 4.10 | 0.81 |
| K. SERVICE TO OTHER MISSION PROGRAMS : | | 0.80 | 2.30 | 0.31 |
| L. TOURISM PROGRAM ACTIVITIES : | | 0.00 | 0.00 | 0.00 |
| ***** TOTALS ***** | | 100.00 | 100.00 | 20.00 |

| | | |
|--|--------------------|-----|
| NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) | FROM CANADA : | 115 |
| | FROM TERRIT : | 200 |
| NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) | FROM CANADA : | 578 |
| | FROM TERRIT : | 478 |
| NUMBER OF PEMD APPLICATIONS COMMENTED ON | : | 31 |
| NUMBER OF OCCUPIED OFFICER POSITIONS | -CANADA BASED : | 10 |
| | -LOCALLY ENGAGED : | 10 |