

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 3 OF FISCAL YEAR 1992

POST : PRAGUE

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	352	38.00	58.00	1.92
FROM TERRITORIES :	149	9.50	21.50	0.62
B. VISITS TO CLIENTS IN TERRITORY :	38	9.00	4.00	0.26
C. EXPORT/TRADE/POLICY FAIRS :	0	0.00	0.00	0.00
PROJECTS AND EVENTS MISSIONS :	1	0.50	0.00	0.01
CONFERENCE SEMINARS :	0	0.00	0.00	0.00
OTHER :	4	2.50	0.00	0.05
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	16	7.50	2.50	0.20
POST INITIATED :	33	12.50	3.00	0.31
E. COMMUNICATIONS ACTIVITIES :	2	1.00	0.00	0.02
F. INVESTMENT ENQUIRIES FROM CANADA :	13	3.00	1.50	0.09
FROM TERRITORIES :	10	0.50	1.50	0.04
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'T'N IN PROG-REL EVENTS OUTSIDE POST :		0.00	0.00	0.00
I. SERVICE REQUESTS FM GOV'T SOURCES NGO :	4	0.50	0.00	0.01
HOST GOVERNMENT :	6	1.00	1.00	0.04
OTHER DEPARTMENT :	13	2.00	3.00	0.10
PROVINCES/MUNICIPALITIES :	8	1.50	2.00	0.07
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		5.00	0.00	0.10
LEAVE, PROFESSIONAL DEVELOP :		4.00	2.00	0.12
K. SERVICE TO OTHER MISSION PROGRAMS :		2.00	0.00	0.04
L. TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		100.00	100.00	4.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA :	28
FROM TERRIT :	78
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA :	270
FROM TERRIT :	136

NUMBER OF PEMD APPLICATIONS COMMENTED ON :	3
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NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED :	2
-LOCALLY ENGAGED :	2