

TRADE TRACKING SYSTEM

88/11/09

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 1 OF FISCAL YEAR 1988

POST : BONN

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	193	15.66	12.50	0.72
FROM TERRITORIES :	117	7.66	5.00	0.33
B.VISITS TO CLIENTS IN TERRITORY :	47	10.00	7.50	0.45
C.EXPORT/TRADE/POLICY FAIRS :	6	8.33	0.00	0.25
PROJECTS AND EVENTS MISSIONS :	5	18.33	0.00	0.55
CONFERENCE SEMINARS :	0	0.00	0.00	0.00
OTHER :	0	0.00	0.00	0.00
D.COMMERCIAL / ECONOMIC REPORTS HQ REQUESTED :	22	10.66	10.00	0.52
POST INITIATED :	15	1.00	5.00	0.13
E.COMMUNICATIONS ACTIVITIES :	12	8.33	0.00	0.25
F.INVESTMENT ENQUIRIES FROM CANADA :	0	0.00	0.00	0.00
FROM TERRITORIES :	4	1.66	0.00	0.05
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	26	0.00	15.00	0.30
CONNECTIONS ARRANGED :	10	0.00	7.50	0.15
H.PARTICIPATION IN PROG-REL EVENTS OUTSIDE POST :		0.00	0.00	0.00
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	3	1.33	5.00	0.14
HOST GOVERNMENT :	5	2.33	1.50	0.10
OTHER DEPARTMENT :	11	3.33	1.50	0.13
PROVINCES/MUNICIPALITIES :	2	1.66	0.00	0.05
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		8.00	0.00	0.24
LEAVE, PROFESSIONAL DEVELOP :		1.66	9.50	0.24
K.SERVICE TO OTHER MISSION PROGRAMS :		0.00	20.00	0.40
***** TOTALS *****		99.94	100.00	5.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 56
FROM TERRIT : 24

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 11

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