

TSRPT02E

TRADE TRACKING SYSTEM

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

POST	: DUSSELDORF	NUMBER	% OFFICER-TIME		TOTAL-TIME
			CANADA	LOC-ENG	PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES	FROM CANADA	: 287	9.33	30.66	1.20
	FROM TERRITORIES	: 298	7.66	26.00	1.01
B. VISITS TO CLIENTS IN TERRITORY		: 60	9.33	5.33	0.44
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS	FAIRS	: 10	2.00	10.66	0.38
	MISSIONS	: 9	2.33	3.66	0.18
	CONFERENCE SEMINARS	: 6	2.33	0.00	0.07
	OTHER	: 26	5.66	0.00	0.17
D. COMMERCIAL* ECONOMIC REPORTS	HQ REQUESTED	: 5	4.00	0.00	0.12
	POST INITIATED	: 15	4.33	1.33	0.17
E. COMMUNICATIONS ACTIVITIES		: 2	0.00	0.00	0.00
F. INVESTMENT ENQUIRIES	FROM CANADA	: 2	0.00	0.00	0.00
	FROM TERRITORIES	: 10	0.00	1.00	0.03
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA		: 6	0.00	0.00	0.00
	CONNECTIONS ARRANGED	: 4	0.00	0.00	0.00
H. PARTICIP'T'N IN PROG-REL EVENTS OUTSIDE POST		: 0	0.00	8.33	0.25
I. SERVICE REQUESTS FM GOV'T SOURCES	NGO	: 24	0.66	1.66	0.07
	HOST GOVERNMENT	: 0	0.00	0.00	0.00
	OTHER DEPARTMENT	: 52	5.00	5.00	0.30
	PROVINCES/MUNICIPALITIES	: 60	3.00	3.00	0.18
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.		: 18.33	0.00		0.55
	LEAVE, PROFESSIONAL DEVELOP	: 4.33	3.33		0.23
K. SERVICE TO OTHER MISSION PROGRAMS		: 21.66	0.00		0.65
L. TOURISM PROGRAM ACTIVITIES		: 0	0.00	0.00	0.00
***** TOTALS *****			99.95	99.96	6.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA	: 38
	FROM TERRIT	: 3
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA	: 145
	FROM TERRIT	: 25
NUMBER OF PEMD APPLICATIONS COMMENTED ON		: 43
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED	: 3
	-LOCALLY ENGAGED	: 3