

23/07/91

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 4 OF FISCAL YEAR 1990

SUB-REGION: EAST EUROPE

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	1299	22.77	30.33	4.78
FROM TERRITORIES :	997	6.11	17.55	2.13
B.VISITS TO CLIENTS IN TERRITORY :	564	9.66	12.88	2.03
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	5	0.33	1.00	0.12
MISSIONS :	28	5.00	5.22	0.92
CONFERENCE SEMINARS :	8	1.55	1.66	0.29
OTHER :	10	0.00	0.55	0.05
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	41	3.77	2.11	0.53
POST INITIATED :	66	4.44	2.77	0.65
E.COMMUNICATIONS ACTIVITIES :	9	0.88	0.00	0.08
F.INVESTMENT ENQUIRIES				
FROM CANADA :	48	1.44	0.55	0.18
FROM TERRITORIES :	76	0.88	2.33	0.29
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	33	0.00	1.44	0.13
CONNECTIONS ARRANGED :	1	0.00	0.22	0.02
H.PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		0.00	0.00	0.00
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	35	2.11	3.44	0.50
HOST GOVERNMENT :	92	3.33	3.11	0.58
OTHER DEPARTMENT :	63	5.66	2.22	0.71
PROVINCES/MUNICIPALITIES :	52	3.33	1.77	0.46
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		7.88	1.66	0.86
LEAVE, PROFESSIONAL DEVELOP :		10.33	5.11	1.39
K.SERVICE TO OTHER MISSION PROGRAMS :		10.44	4.00	1.30
L.TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		99.91	99.92	18.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 522
FROM TERRIT : 857

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 77

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 9
- LOCALLY-ENGAGED : 9