

04/03/94

Foreign Affairs and International Trade

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 2 OF FISCAL YEAR 1993

POST : MUNICH

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	232	10.33	14.33	0.74
FROM TERRITORIES :	456	4.33	18.66	0.69
B.VISITS TO CLIENTS IN TERRITORY :	83	4.33	20.00	0.73
C.EXPORT/TRADE/POLICY FAIRS :	12	7.33	7.66	0.45
PROJECTS AND EVENTS MISSIONS :	3	5.00	1.66	0.20
CONFERENCE SEMINARS :	4	0.66	7.00	0.23
OTHER :	0	0.00	0.00	0.00
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	1	0.66	0.00	0.02
POST INITIATED :	24	4.33	8.00	0.37
E.COMMUNICATIONS ACTIVITIES :	8	2.66	0.00	0.08
F.INVESTMENT ENQUIRIES FROM CANADA :	8	3.00	0.33	0.10
FROM TERRITORIES :	6	2.66	0.33	0.09
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.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		0.00	0.00	0.00
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	2	0.33	0.00	0.01
HOST GOVERNMENT :	1	0.33	0.00	0.01
OTHER DEPARTMENT :	104	8.66	3.66	0.37
PROVINCES/MUNICIPALITIES :	5	2.00	0.66	0.08
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		20.66	2.00	0.68
LEAVE, PROFESSIONAL DEVELOP :		15.00	15.66	0.92
K.SERVICE TO OTHER MISSION PROGRAMS :		7.66	0.00	0.23
L.TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		99.93	99.95	6.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA :	10
FROM TERRIT :	0
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA :	43
FROM TERRIT :	4
NUMBER OF PEMD APPLICATIONS COMMENTED ON :	11
NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED :	3
-LOCALLY ENGAGED :	3