

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY  
ACTIVITY REPORT

FOR QUARTER 3 OF FISCAL YEAR 1988

89/05/12

REGION : EUROPE

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	6015	13.54	25.98	21.72
FROM TERRITORIES :	6882	8.60	19.57	15.55
B.VISITS TO CLIENTS IN TERRITORY :	1386	8.98	7.05	8.60
C.EXPORT/TRADE/POLICY FAIRS :	96	3.37	3.50	3.72
PROJECTS AND EVENTS MISSIONS :	110	3.47	3.84	3.96
CONFERENCE SEMINARS :	109	3.47	1.54	2.65
OTHER :	117	1.52	1.59	1.69
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	324	5.56	2.05	4.01
POST INITIATED :	336	5.43	1.89	3.85
E.COMMUNICATIONS ACTIVITIES :	168	1.92	0.77	1.42
F.INVESTMENT ENQUIRIES FROM CANADA :	281	2.09	1.10	1.70
FROM TERRITORIES :	735	5.09	2.94	4.28
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	354	1.05	4.64	3.19
CONNECTIONS ARRANGED :	292	1.35	1.85	1.75
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		2.74	4.77	4.12
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	188	0.82	0.80	0.88
HOST GOVERNMENT :	280	1.70	1.50	1.73
OTHER DEPARTMENT :	489	2.94	2.28	2.80
PROVINCES/MUNICIPALITIES :	405	3.05	2.17	2.80
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		13.49	3.91	9.11
LEAVE, PROFESSIONAL DEVELOP :		4.58	5.00	5.19
K.SERVICE TO OTHER MISSION PROGRAMS :		5.13	1.15	3.28
***** TOTALS *****		99.89	99.89	108.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 1935  
FROM TERRIT : 1705

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 224

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 51  
- LOCALLY-ENGAGED : 57