

TRADE TRACKING SYSTEM

90/10/03

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 1 OF FISCAL YEAR 1990

POST : BONN

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	126	20.20	11.66	1.36
FROM TERRITORIES :	120	6.20	8.33	0.56
B. VISITS TO CLIENTS IN TERRITORY :	81	11.80	6.66	0.79
C. EXPORT/TRADE/POLICY FAIRS :	2	1.80	0.00	0.09
PROJECTS AND EVENTS MISSIONS :	6	1.00	1.66	0.10
CONFERENCE SEMINARS :	4	2.20	0.00	0.11
OTHER :	4	2.40	0.66	0.14
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	6	6.00	0.00	0.30
POST INITIATED :	47	16.60	4.00	0.95
E. COMMUNICATIONS ACTIVITIES :	8	1.80	0.00	0.09
F. INVESTMENT ENQUIRIES FROM CANADA :	122	6.00	10.00	0.60
FROM TERRITORIES :	77	5.00	11.66	0.60
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	45	1.00	13.33	0.45
CONNECTIONS ARRANGED :	30	0.00	6.66	0.20
H. PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		2.40	6.66	0.32
I. SERVICE REQUESTS FM GOV'T SOURCES NGO :	0	0.00	0.00	0.00
HOST GOVERNMENT :	5	0.20	0.66	0.03
OTHER DEPARTMENT :	32	2.00	11.66	0.45
PROVINCES/MUNICIPALITIES :	28	1.40	4.00	0.19
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		3.40	1.66	0.22
LEAVE, PROFESSIONAL DEVELOP :		4.60	0.66	0.25
K. SERVICE TO OTHER MISSION PROGRAMS :		4.00	0.00	0.20
L. TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		100.00	99.92	8.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 52
FROM TERRIT : 48

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 5

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 5
- LOCALLY-ENGAGED : 3