

TRADE TRACKING SYSTEM

88/03/16

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 3 OF FISCAL YEAR 1987

POST : MUNICH

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A. EXPORT ENQUIRIES				
FROM CANADA	135	3.00	15.00	0.39
FROM TERRITORIES	118	1.00	17.00	0.37
B. VISITS TO CLIENTS IN TERRITORY VISITS	65	4.00	18.00	0.48
C. EXPORT PROMOTION PROJECTS & EVENTS				
FAIRS	15	1.00	18.00	0.39
MISSIONS	5	0.00	7.00	0.14
OTHER	3	2.00	0.00	0.06
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED	6	1.00	3.00	0.09
E. INVESTMENT/PROMOTION ENQUIRIES				
FROM CANADA	14	4.00	0.00	0.12
FROM TERRITORIES	106	3.00	3.00	0.15
F. TECHNOLOGY INFLOW PROGRAM ENGR'S FRM CANADA	8	1.00	0.00	0.03
CONNECTIONS ARRANGED	0	0.00	0.00	0.00
G. PARTICIP'TN IN PROG-RELATED EVENTS IN CANADA	124	11.00	0.00	0.33
H. SERVICE REQUESTS FM GOV'T SOURCES-DEA REPTS	7	5.00	2.00	0.19
FROM OTHER GOV'T SOURCES- CONTACTS	9	1.00	7.00	0.17
- REPORTS	2	0.00	0.00	0.00
I. ADMINISTRATION:				
PROGRAM MANAGEMENT & ADMIN.		20.00	0.00	0.60
LEAVE, PROFESSIONAL DEVELOP		12.00	10.00	0.56
J. SERVICE TO OTHER MISSION PROGRAMS		31.00	0.00	0.93
***** TOTALS *****		100.00	100.00	5.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 47
FROM TERRIT : 73

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 1

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 3
- LOCALLY-ENGAGED : 2