

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

90/10/03

FOR QUARTER 1 OF FISCAL YEAR 1990

REGION : EUROPE

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	6043	14.65	24.16	22.80
FROM TERRITORIES :	6844	7.45	17.36	14.69
B. VISITS TO CLIENTS IN TERRITORY :	1949	10.92	8.83	11.40
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	114	2.65	5.14	4.60
MISSIONS :	159	4.69	3.93	4.98
CONFERENCE SEMINARS :	74	2.56	0.72	1.85
OTHER :	134	1.29	1.73	1.77
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	291	3.74	1.98	3.27
POST INITIATED :	403	6.07	2.18	4.67
E. COMMUNICATIONS ACTIVITIES :	133	1.56	0.34	1.07
F. INVESTMENT ENQUIRIES				
FROM CANADA :	577	3.01	1.63	2.66
FROM TERRITORIES :	754	3.38	2.60	3.45
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	376	1.00	3.59	2.74
CONNECTIONS ARRANGED :	181	0.40	1.32	1.03
H. PARTICIP'T'N IN PROG-REL EVENTS OUTSIDE POST :		2.60	2.19	2.77
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	430	1.38	1.14	1.46
HOST GOVERNMENT :	260	1.25	0.88	1.23
OTHER DEPARTMENT :	528	2.92	2.50	3.14
PROVINCES/MUNICIPALITIES :	428	2.61	1.90	2.60
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		11.09	2.47	7.61
LEAVE, PROFESSIONAL DEVELOP :		7.18	5.63	7.39
K. SERVICE TO OTHER MISSION PROGRAMS :		5.54	0.90	3.60
L. TOURISM PROGRAM ACTIVITIES :		1.98	6.77	5.22
***** TOTALS *****		99.92	99.89	116.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 2485
FROM TERRIT : 2697

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 347

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 55
- LOCALLY-ENGAGED : 61