

TRADE TRACKING SYSTEM

89/12/12

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 1 OF FISCAL YEAR 1989

POST : MUNICH

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	154	11.00	15.00	0.63
FROM TERRITORIES :	147	3.00	15.00	0.39
B.VISITS TO CLIENTS IN TERRITORY :	88	4.00	15.00	0.42
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	6	2.00	15.00	0.36
MISSIONS :	9	4.00	8.00	0.28
CONFERENCE SEMINARS :	1	1.00	0.00	0.03
OTHER :	1	1.00	0.00	0.03
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	5	1.00	0.00	0.03
POST INITIATED :	37	4.00	6.00	0.24
E.COMMUNICATIONS ACTIVITIES :	8	1.00	0.00	0.03
F.INVESTMENT ENQUIRIES				
FROM CANADA :	17	2.00	14.00	0.34
FROM TERRITORIES :	23	4.00	2.00	0.16
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	18	1.00	0.00	0.03
CONNECTIONS ARRANGED :	3	0.00	0.00	0.00
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		0.00	2.00	0.04
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	1	0.00	0.00	0.00
HOST GOVERNMENT :	1	0.00	0.00	0.00
OTHER DEPARTMENT :	21	2.00	1.00	0.08
PROVINCES/MUNICIPALITIES :	23	3.00	1.00	0.11
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		12.00	0.00	0.36
LEAVE, PROFESSIONAL DEVELOP :		14.00	6.00	0.54
K.SERVICE TO OTHER MISSION PROGRAMS :		30.00	0.00	0.90
***** TOTALS *****		100.00	100.00	5.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 72
FROM TERRIT : 17

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 9

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