

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 1 OF FISCAL YEAR 1992

POST	: MOSCOW	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
			CANADA	LOC-ENG	
A. EXPORT/TRADE/POLICY ENQUIRIES	FROM CANADA	: 199	15.00	0.00	0.45
	FROM TERRITORIES	: 172	5.00	0.00	0.15
B. VISITS TO CLIENTS IN TERRITORY		: 71	10.00	0.00	0.30
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS	FAIRS	: 1	5.00	0.00	0.15
	MISSIONS	: 20	25.00	0.00	0.75
	CONFERENCE SEMINARS	: 4	2.00	0.00	0.06
	OTHER	: 0	0.00	0.00	0.00
D. COMMERCIAL* ECONOMIC REPORTS	HQ REQUESTED	: 14	5.00	0.00	0.15
	POST INITIATED	: 24	10.00	0.00	0.30
E. COMMUNICATIONS ACTIVITIES		: 7	1.00	0.00	0.03
F. INVESTMENT ENQUIRIES	FROM CANADA	: 11	1.00	0.00	0.03
	FROM TERRITORIES	: 1	0.00	0.00	0.00
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA		: 0	0.00	0.00	0.00
	CONNECTIONS ARRANGED	: 0	0.00	0.00	0.00
H. PARTICIP'T'N IN PROG-REL EVENTS OUTSIDE POST		: 0	0.00	0.00	0.00
I. SERVICE REQUESTS FM GOV'T SOURCES	NGO	: 6	1.00	0.00	0.03
	HOST GOVERNMENT	: 22	5.00	0.00	0.15
	OTHER DEPARTMENT	: 52	10.00	0.00	0.30
	PROVINCES/MUNICIPALITIES	: 19	5.00	0.00	0.15
J. ADMINISTRATION:	PROGRAM MANAGEMENT & ADMIN.	: 0.00	0.00	0.00	0.00
	LEAVE, PROFESSIONAL DEVELOP	: 0.00	0.00	0.00	0.00
K. SERVICE TO OTHER MISSION PROGRAMS		: 0.00	0.00	0.00	0.00
L. TOURISM PROGRAM ACTIVITIES		: 0.00	0.00	0.00	0.00
***** TOTALS *****			100.00	0.00	3.00
NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)		FROM CANADA	: 42		
		FROM TERRIT	: 11		
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)		FROM CANADA	: 67		
		FROM TERRIT	: 20		
NUMBER OF PEMD APPLICATIONS COMMENTED ON			: 11		
NUMBER OF OCCUPIED OFFICER POSITIONS		-CANADA BASED	: 3		
		-LOCALLY ENGAGED	: 0		