

09/09/92

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

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

POST : MUNICH

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	279	12.00	26.66	1.16
FROM TERRITORIES :	881	5.66	28.33	1.02
B.VISITS TO CLIENTS IN TERRITORY :	90	6.66	18.33	0.75
C.EXPORT/TRADE/POLICY FAIRS :	9	1.00	8.33	0.28
PROJECTS AND EVENTS MISSIONS :	2	2.33	0.66	0.09
CONFERENCE SEMINARS :	6	5.00	0.66	0.17
OTHER :	14	0.33	9.66	0.30
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	6	5.33	0.00	0.16
POST INITIATED :	14	2.00	4.66	0.20
E.COMMUNICATIONS ACTIVITIES :	9	2.00	0.00	0.06
F.INVESTMENT ENQUIRIES FROM CANADA :	4	0.66	0.00	0.02
FROM TERRITORIES :	0	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.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		0.00	0.00	0.00
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	0	0.00	0.00	0.00
HOST GOVERNMENT :	5	0.66	0.00	0.02
OTHER DEPARTMENT :	54	5.66	1.00	0.20
PROVINCES/MUNICIPALITIES :	18	3.66	0.66	0.13
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		26.66	0.00	0.80
LEAVE, PROFESSIONAL DEVELOP :		5.33	0.66	0.18
K.SERVICE TO OTHER MISSION PROGRAMS :		15.00	0.33	0.46
L.TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		99.94	99.94	6.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA :	6
FROM TERRIT :	2
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA :	24
FROM TERRIT :	5
NUMBER OF PEMD APPLICATIONS COMMENTED ON :	31
NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED :	3
-LOCALLY ENGAGED :	3