

TRADE TRACKING SYSTEM

89/10/05

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 4 OF FISCAL YEAR 1988

POST : BUDAPEST

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	188	25.00	40.00	0.65
FROM TERRITORIES :	37	11.00	13.00	0.24
B. VISITS TO CLIENTS IN TERRITORY :	135	37.00	30.00	0.67
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	1	0.00	1.00	0.01
MISSIONS :	1	0.00	1.00	0.01
CONFERENCE SEMINARS :	1	2.00	0.00	0.02
OTHER :	18	0.00	5.00	0.05
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	8	3.00	0.00	0.03
POST INITIATED :	14	5.00	3.00	0.08
E. COMMUNICATIONS ACTIVITIES :	16	0.00	4.00	0.04
F. INVESTMENT ENQUIRIES				
FROM CANADA :	6	1.00	1.00	0.02
FROM TERRITORIES :	2	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'TN IN PROG-REL EVENTS OUTSIDE POST :		0.00	0.00	0.00
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	4	0.00	1.00	0.01
HOST GOVERNMENT :	3	1.00	0.00	0.01
OTHER DEPARTMENT :	10	1.00	1.00	0.02
PROVINCES/MUNICIPALITIES :	5	1.00	0.00	0.01
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN. :		8.00	0.00	0.08
LEAVE, PROFESSIONAL DEVELOP :		0.00	0.00	0.00
K. SERVICE TO OTHER MISSION PROGRAMS :		5.00	0.00	0.05
***** TOTALS *****		100.00	100.00	2.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 55
FROM TERRIT : 72

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 5

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 1
- LOCALLY-ENGAGED : 1