

20/10/93

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 1 OF FISCAL YEAR 1993

POST	:	COPENHAGEN		NUMBER	% OFFICER-TIME	LOC-ENG	TOTAL-TIME
					CANADA		PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES	FROM CANADA	:	233	13.00	25.00	0.63	
	FROM TERRITORIES	:	216	7.00	15.00	0.37	
B. VISITS TO CLIENTS IN TERRITORY		:	73	12.00	6.50	0.25	
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS	FAIRS	:	1	0.00	0.00	0.00	
	MISSIONS	:	4	1.00	19.00	0.39	
	CONFERENCE SEMINARS	:	2	0.00	1.50	0.03	
	OTHER	:	1	0.00	2.50	0.05	
D. COMMERCIAL* ECONOMIC REPORTS	HQ REQUESTED	:	14	7.00	2.50	0.12	
	POST INITIATED	:	17	7.00	7.00	0.21	
E. COMMUNICATIONS ACTIVITIES		:	0	0.00	0.00	0.00	
F. INVESTMENT ENQUIRIES	FROM CANADA	:	0	0.00	0.00	0.00	
	FROM TERRITORIES	:	1	3.00	0.00	0.03	
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA		:	7	8.00	1.00	0.10	
	CONNECTIONS ARRANGED	:	0	0.00	0.00	0.00	
H. PARTICIP'T'N IN PROG-REL EVENTS OUTSIDE POST		:		0.00	0.00	0.00	
I. SERVICE REQUESTS FM GOV'T SOURCES	NGO	:	3	0.00	1.50	0.03	
	HOST GOVERNMENT	:	0	0.00	0.00	0.00	
	OTHER DEPARTMENT	:	10	0.00	6.50	0.13	
	PROVINCES/MUNICIPALITIES	:	3	0.00	1.50	0.03	
J. ADMINISTRATION:	PROGRAM MANAGEMENT & ADMIN.	:		17.00	4.00	0.25	
	LEAVE, PROFESSIONAL DEVELOP	:		10.00	6.50	0.23	
K. SERVICE TO OTHER MISSION PROGRAMS		:		15.00	0.00	0.15	
L. TOURISM PROGRAM ACTIVITIES		:		0.00	0.00	0.00	
***** TOTALS *****				100.00	100.00	3.00	
NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA	:	17				
	FROM TERRIT	:	0				
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA	:	35				
	FROM TERRIT	:	9				
NUMBER OF PEMD APPLICATIONS COMMENTED ON		:	0				
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED	:	1				
	-LOCALLY ENGAGED	:	2				