

TRADE TRACKING SYSTEM

89/12/12

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 1 OF FISCAL YEAR 1989

POST : BUDAPEST

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	256	24.00	40.00	0.64
FROM TERRITORIES :	101	14.00	10.00	0.24
B. VISITS TO CLIENTS IN TERRITORY :	111	20.00	20.00	0.40
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS FAIRS :	1	10.00	2.00	0.12
MISSIONS :	2	2.00	1.00	0.03
CONFERENCE SEMINARS :	1	0.00	1.00	0.01
OTHER :	17	0.00	5.00	0.05
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	8	3.00	1.00	0.04
POST INITIATED :	10	3.00	1.00	0.04
E. COMMUNICATIONS ACTIVITIES :	11	0.00	3.00	0.03
F. INVESTMENT ENQUIRIES FROM CANADA :	1	0.00	0.00	0.00
FROM TERRITORIES :	2	0.00	0.00	0.00
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	1	0.00	1.00	0.01
CONNECTIONS ARRANGED :	4	0.00	1.00	0.01
H. PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		2.00	0.00	0.02
I. SERVICE REQUESTS FM GOV'T SOURCES NGO :	2	0.00	0.00	0.00
HOST GOVERNMENT :	4	0.00	1.00	0.01
OTHER DEPARTMENT :	22	3.00	3.00	0.06
PROVINCES/MUNICIPALITIES :	7	2.00	0.00	0.02
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		5.00	0.00	0.05
LEAVE, PROFESSIONAL DEVELOP :		7.00	10.00	0.17
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 : 95
FROM TERRIT : 144

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 3

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