

TRADE TRACKING SYSTEM

89/10/05

WORKLOAD AND OFFICER SUMMARY  
ACTIVITY REPORT

FOR QUARTER 4 OF FISCAL YEAR 1988

POST : PRAGUE

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	166	8.00	40.00	0.88
FROM TERRITORIES :	328	10.00	25.50	0.61
B.VISITS TO CLIENTS IN TERRITORY :	129	20.00	20.50	0.61
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	0	0.00	0.00	0.00
MISSIONS :	0	0.00	0.00	0.00
CONFERENCE SEMINARS :	2	0.00	1.00	0.02
OTHER :	0	0.00	0.00	0.00
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	3	5.00	1.00	0.07
POST INITIATED :	4	7.00	0.00	0.07
E.COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F.INVESTMENT ENQUIRIES				
FROM CANADA :	0	0.00	0.00	0.00
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 :	3	2.00	0.00	0.02
HOST GOVERNMENT :	25	10.00	0.00	0.10
OTHER DEPARTMENT :	3	3.00	0.00	0.03
PROVINCES/MUNICIPALITIES :	5	3.00	2.50	0.08
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		15.00	6.00	0.27
LEAVE, PROFESSIONAL DEVELOP :		8.00	3.50	0.15
K.SERVICE TO OTHER MISSION PROGRAMS :		9.00	0.00	0.09
***** TOTALS *****		100.00	100.00	3.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 15  
FROM TERRIT : 27

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 7

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 1  
- LOCALLY-ENGAGED : 2