

02/12/92

## External Affairs and International Trade Canada

TSRPT02E

## TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT  
FOR QUARTER 2 OF FISCAL YEAR 1992

POST : WARSAW

|                                                 | NUMBER | % OFFICER-TIME<br>CANADA | LOC-ENG | TOTAL-TIME<br>PERSON-QTY |
|-------------------------------------------------|--------|--------------------------|---------|--------------------------|
| A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :   | 242    | 25.00                    | 25.00   | 0.75                     |
| FROM TERRITORIES :                              | 143    | 9.00                     | 10.00   | 0.29                     |
| B.VISITS TO CLIENTS IN TERRITORY :              | 44     | 6.00                     | 4.00    | 0.14                     |
| C.EXPORT/TRADE/POLICY FAIRS :                   | 2      | 7.00                     | 6.50    | 0.20                     |
| PROJECTS AND EVENTS MISSIONS :                  | 2      | 8.00                     | 0.00    | 0.08                     |
| CONFERENCE SEMINARS :                           | 0      | 0.00                     | 0.00    | 0.00                     |
| OTHER :                                         | 1      | 0.00                     | 0.00    | 0.00                     |
| D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :   | 8      | 10.00                    | 1.50    | 0.13                     |
| POST INITIATED :                                | 14     | 3.00                     | 1.00    | 0.05                     |
| E.COMMUNICATIONS ACTIVITIES :                   | 0      | 0.00                     | 0.00    | 0.00                     |
| F.INVESTMENT ENQUIRIES FROM CANADA :            | 20     | 0.00                     | 5.00    | 0.10                     |
| FROM TERRITORIES :                              | 28     | 0.00                     | 6.00    | 0.12                     |
| G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA : | 33     | 0.00                     | 7.00    | 0.14                     |
| 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 :       | 14     | 3.00                     | 0.00    | 0.03                     |
| HOST GOVERNMENT :                               | 5      | 0.00                     | 0.00    | 0.00                     |
| OTHER DEPARTMENT :                              | 22     | 4.00                     | 0.00    | 0.04                     |
| PROVINCES/MUNICIPALITIES :                      | 8      | 0.00                     | 0.00    | 0.00                     |
| J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:  |        | 5.00                     | 6.00    | 0.17                     |
| LEAVE, PROFESSIONAL DEVELOP :                   |        | 17.00                    | 28.00   | 0.73                     |
| K.SERVICE TO OTHER MISSION PROGRAMS :           |        | 3.00                     | 0.00    | 0.03                     |
| 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 : 10

FROM TERRIT : 19

NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA : 80

FROM TERRIT : 35

NUMBER OF PEMD APPLICATIONS COMMENTED ON : 7

NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED : 1

-LOCALLY ENGAGED : 2