

27/07/93

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 4 OF FISCAL YEAR 1992

POST : PRAGUE

| | NUMBER | % OFFICER-TIME CANADA | LOC-ENG | TOTAL-TIME PERSON-QTR |
|--|--------|--------------------------|---------|--------------------------|
| A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA : | 312 | 22.50 | 45.00 | 0.90 |
| FROM TERRITORIES : | 156 | 5.50 | 22.00 | 0.33 |
| B. VISITS TO CLIENTS IN TERRITORY : | 50 | 7.50 | 3.00 | 0.18 |
| C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS | | | | |
| FAIRS : | 0 | 0.00 | 0.00 | 0.00 |
| MISSIONS : | 4 | 31.00 | 21.00 | 0.83 |
| CONFERENCE SEMINARS : | 0 | 0.00 | 0.00 | 0.00 |
| OTHER : | 1 | 0.00 | 1.00 | 0.01 |
| D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED : | 13 | 10.00 | 0.00 | 0.20 |
| POST INITIATED : | 14 | 10.00 | 0.00 | 0.20 |
| E. COMMUNICATIONS ACTIVITIES : | 4 | 1.00 | 0.00 | 0.02 |
| F. INVESTMENT ENQUIRIES FROM CANADA : | 18 | 2.00 | 1.00 | 0.05 |
| FROM TERRITORIES : | 20 | 1.00 | 2.00 | 0.04 |
| 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. PARTICIPATION IN PROG-REL EVENTS OUTSIDE POST : | | 1.00 | 0.00 | 0.02 |
| I. SERVICE REQUESTS FM GOV'T SOURCES | | | | |
| NGO : | 5 | 0.50 | 0.00 | 0.01 |
| HOST GOVERNMENT : | 13 | 1.00 | 0.00 | 0.02 |
| OTHER DEPARTMENT : | 16 | 3.50 | 0.00 | 0.07 |
| PROVINCES/MUNICIPALITIES : | 6 | 0.00 | 4.00 | 0.04 |
| J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN. : | | 2.50 | 0.00 | 0.05 |
| LEAVE, PROFESSIONAL DEVELOP : | | 1.00 | 1.00 | 0.03 |
| K. SERVICE TO OTHER MISSION PROGRAMS : | | 0.00 | 0.00 | 0.00 |
| 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 : | 32 |
| | FROM TERRIT : | 134 |
| NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) | FROM CANADA : | 191 |
| | FROM TERRIT : | 97 |

| | | |
|--|---|---|
| NUMBER OF PEMD APPLICATIONS COMMENTED ON | : | 2 |
|--|---|---|

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