

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

REGION	:	EUROPE		NUMBER	% OFFICER-TIME	TOTAL-TIME	
					CANADA	LOC-ENG	PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES	FROM CANADA	:	7512	15.86	24.67	25.45	
	FROM TERRITORIES	:	7167	7.52	16.54	15.51	
B. VISITS TO CLIENTS IN TERRITORY		:	1617	10.48	7.00	10.21	
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS	FAIRS	:	65	2.12	4.53	4.28	
	MISSIONS	:	82	3.42	3.64	4.30	
	CONFERENCE SEMINARS	:	89	1.98	1.60	2.13	
	OTHER	:	72	2.54	2.05	2.73	
D. COMMERCIAL* ECONOMIC REPORTS	HQ REQUESTED	:	237	4.32	1.94	3.54	
	POST INITIATED	:	346	7.50	2.36	5.43	
E. COMMUNICATIONS ACTIVITIES		:	155	1.84	1.07	1.68	
F. INVESTMENT ENQUIRIES	FROM CANADA	:	279	2.82	2.25	3.01	
	FROM TERRITORIES	:	429	3.26	3.39	4.04	
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA		:	295	1.16	2.84	2.60	
	CONNECTIONS ARRANGED	:	126	0.66	1.42	1.34	
H. PARTICIPANT IN PROG-REL EVENTS OUTSIDE POST		:		2.72	2.43	3.09	
I. SERVICE REQUESTS FM GOV'T SOURCES	NGO	:	220	1.36	1.21	1.54	
	HOST GOVERNMENT	:	244	2.00	1.08	1.77	
	OTHER DEPARTMENT	:	487	3.00	3.02	3.65	
	PROVINCES/MUNICIPALITIES	:	316	2.46	2.39	2.93	
J. ADMINISTRATION:	PROGRAM MANAGEMENT & ADMIN.	:		10.68	1.87	6.67	
	LEAVE, PROFESSIONAL DEVELOP	:		6.82	6.92	8.33	
K. SERVICE TO OTHER MISSION PROGRAMS		:		3.82	0.87	2.53	
L. TOURISM PROGRAM ACTIVITIES		:		1.66	4.80	4.24	
***** TOTALS *****				100.00	99.89	121.00	

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA	:	500
	FROM TERRIT	:	363
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA	:	1889
	FROM TERRIT	:	2241
NUMBER OF PEMD APPLICATIONS COMMENTED ON		:	219
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED	:	52
	-LOCALLY ENGAGED	:	71