

09/09/92

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 1 OF FISCAL YEAR 1992

POST : BUDAPEST

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	215	17.00	32.00	0.49
FROM TERRITORIES :	119	10.00	15.00	0.25
B. VISITS TO CLIENTS IN TERRITORY :	61	15.00	15.00	0.30
C. EXPORT/TRADE/POLICY FAIRS :	1	2.00	7.00	0.09
PROJECTS AND EVENTS MISSIONS :	5	23.00	8.00	0.31
CONFERENCE SEMINARS :	2	0.00	1.00	0.01
OTHER :	20	2.00	5.00	0.07
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	1	2.00	0.00	0.02
POST INITIATED :	94	8.00	5.00	0.13
E. COMMUNICATIONS ACTIVITIES :	1	2.00	0.00	0.02
F. INVESTMENT ENQUIRIES FROM CANADA :	8	2.00	1.00	0.03
FROM TERRITORIES :	3	1.00	0.00	0.01
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. PARTICIP'T'N IN PROG-REL EVENTS OUTSIDE POST :		0.00	0.00	0.00
I. SERVICE REQUESTS FM GOV'T SOURCES NGO :	5	5.00	2.00	0.07
HOST GOVERNMENT :	4	2.00	1.00	0.03
OTHER DEPARTMENT :	2	1.00	1.00	0.02
PROVINCES/MUNICIPALITIES :	5	3.00	3.00	0.06
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN. :		5.00	3.00	0.08
LEAVE, PROFESSIONAL DEVELOP :		0.00	1.00	0.01
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	2.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA :	15
FROM TERRIT :	17
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA :	164
FROM TERRIT :	103

NUMBER OF PEMD APPLICATIONS COMMENTED ON :	0
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NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED :	1
-LOCALLY ENGAGED :	1