

TRADE TRACKING SYSTEM

89/05/12

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 3 OF FISCAL YEAR 1988

POST : MUNICH

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	264	6.00	18.00	0.48
FROM TERRITORIES :	135	3.00	14.00	0.34
B.VISITS TO CLIENTS IN TERRITORY :	46	6.00	5.00	0.22
C.EXPORT/TRADE/POLICY FAIRS :	7	9.00	16.00	0.50
PROJECTS AND EVENTS MISSIONS :	2	3.00	0.00	0.06
CONFERENCE SEMINARS :	5	4.00	2.00	0.12
OTHER :	2	6.00	0.00	0.12
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	10	3.00	0.00	0.06
POST INITIATED :	12	2.00	12.00	0.28
E.COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F.INVESTMENT ENQUIRIES FROM CANADA :	25	6.00	0.00	0.12
FROM TERRITORIES :	26	7.00	3.00	0.20
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	11	1.00	1.00	0.04
CONNECTIONS ARRANGED :	2	0.00	0.00	0.00
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		0.00	20.00	0.40
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	1	0.00	0.00	0.00
HOST GOVERNMENT :	0	0.00	0.00	0.00
OTHER DEPARTMENT :	14	1.00	2.00	0.06
PROVINCES/MUNICIPALITIES :	8	5.00	3.00	0.16
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		20.00	0.00	0.40
LEAVE, PROFESSIONAL DEVELOP :		12.00	4.00	0.32
K.SERVICE TO OTHER MISSION PROGRAMS :		6.00	0.00	0.12
***** TOTALS *****		100.00	100.00	4.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 65
FROM TERRIT : 30

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 10

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