

TSRPT02E

## TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT  
FOR QUARTER 3 OF FISCAL YEAR 1991

POST : PRAGUE

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	233	32.50	55.00	1.75
FROM TERRITORIES :	135	10.00	22.00	0.64
B. VISITS TO CLIENTS IN TERRITORY :	45	9.00	5.00	0.28
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	0	0.00	0.00	0.00
MISSIONS :	2	3.00	5.00	0.16
CONFERENCE SEMINARS :	2	2.50	2.50	0.10
OTHER :	3	1.00	0.50	0.03
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	3	4.00	0.00	0.08
POST INITIATED :	14	9.00	1.00	0.20
E. COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F. INVESTMENT ENQUIRIES				
FROM CANADA :	4	2.50	1.00	0.07
FROM TERRITORIES :	12	2.50	0.50	0.06
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'TN IN PROG-REL EVENTS OUTSIDE POST :		0.00	0.00	0.00
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	1	1.00	0.00	0.02
HOST GOVERNMENT :	6	5.00	1.50	0.13
OTHER DEPARTMENT :	14	4.00	2.00	0.12
PROVINCES/MUNICIPALITIES :	12	2.00	2.00	0.08
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN. :		6.50	0.00	0.13
LEAVE, PROFESSIONAL DEVELOP :		3.00	2.00	0.10
K. SERVICE TO OTHER MISSION PROGRAMS :		2.50	0.00	0.05
L. TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		100.00	100.00	4.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA : 39  
FROM TERRIT : 179

NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA : 176  
FROM TERRIT : 189

NUMBER OF PEMD APPLICATIONS COMMENTED ON : 5

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