

17/11/94

Foreign Affairs and International Trade

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 1 OF FISCAL YEAR 1994

SUB-REGION: WEST EUROPE

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	5597	11.37	21.04	18.78
FROM TERRITORIES :	7073	6.72	16.75	13.95
B.VISITS TO CLIENTS IN TERRITORY :	1252	8.86	7.06	8.47
C.EXPORT/TRADE/POLICY FAIRS :	75	3.46	5.31	5.00
PROJECTS AND EVENTS MISSIONS :	69	5.83	4.74	5.64
CONFERENCE SEMINARS :	87	2.51	2.13	2.49
OTHER :	103	2.86	1.84	2.45
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	196	4.72	2.13	3.44
POST INITIATED :	366	7.11	4.09	5.76
E.COMMUNICATIONS ACTIVITIES :	219	2.27	1.60	2.04
F.INVESTMENT ENQUIRIES FROM CANADA :	176	2.65	2.43	2.75
FROM TERRITORIES :	330	2.74	3.04	3.19
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	198	0.60	1.75	1.42
CONNECTIONS ARRANGED :	104	0.16	1.81	1.27
H.PARTICIP'T'N IN PROG-REL EVENTS OUTSIDE POST :		3.09	2.89	3.24
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	171	1.69	0.90	1.33
HOST GOVERNMENT :	126	1.37	0.71	1.06
OTHER DEPARTMENT :	316	2.74	2.50	2.83
PROVINCES/MUNICIPALITIES :	261	3.09	1.43	2.28
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		10.74	2.62	6.35
LEAVE, PROFESSIONAL DEVELOP :		8.90	7.56	8.82
K.SERVICE TO OTHER MISSION PROGRAMS :		4.81	0.86	2.64
L.TOURISM PROGRAM ACTIVITIES :		1.62	4.69	3.80
***** TOTALS *****		99.91	99.88	109.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA : 400
 FROM TERRIT : 184
 NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA : 1256
 FROM TERRIT : 1639

NUMBER OF PEMD APPLICATIONS COMMENTED ON : 76

NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED : 43
 -LOCALLY ENGAGED : 66