

18/02/92

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 1 OF FISCAL YEAR 1991

SUB-REGION: WEST EUROPE

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	5857	13.86	23.47	23.36
FROM TERRITORIES :	6412	8.56	17.08	16.24
B. VISITS TO CLIENTS IN TERRITORY :	2153	10.08	8.42	10.94
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	134	4.24	4.74	5.44
MISSIONS :	143	6.58	3.57	5.79
CONFERENCE SEMINARS :	62	2.38	2.01	2.60
OTHER :	47	1.64	0.91	1.46
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	210	4.36	1.97	3.56
POST INITIATED :	304	4.70	1.94	3.71
E. COMMUNICATIONS ACTIVITIES :	102	1.10	0.75	1.08
F. INVESTMENT ENQUIRIES				
FROM CANADA :	468	3.16	2.48	3.32
FROM TERRITORIES :	596	2.62	2.74	3.23
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	520	3.10	3.35	3.90
CONNECTIONS ARRANGED :	275	0.38	2.55	1.98
H. PARTICIP'T'N IN PROG-REL EVENTS OUTSIDE POST :		2.78	1.95	2.76
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	214	0.92	0.71	0.96
HOST GOVERNMENT :	248	1.62	0.55	1.20
OTHER DEPARTMENT :	488	2.52	1.92	2.61
PROVINCES/MUNICIPALITIES :	411	2.90	1.77	2.69
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		9.86	3.27	7.22
LEAVE, PROFESSIONAL DEVELOP :		4.00	3.78	4.65
K. SERVICE TO OTHER MISSION PROGRAMS :		4.06	0.87	2.64
L. TOURISM PROGRAM ACTIVITIES :		4.58	9.10	8.66
***** TOTALS *****		100.00	99.90	120.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA :	466
	FROM TERRIT :	401
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	1537
	FROM TERRIT :	1375

NUMBER OF PEMD APPLICATIONS COMMENTED ON	:	305
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NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	50
	-LOCALLY ENGAGED :	70