

21/02/95

Foreign Affairs and International Trade

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 2 OF FISCAL YEAR 1994

REGION : EUROPE

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	5865	12.50	21.00	20.45
FROM TERRITORIES :	6230	6.15	16.04	14.06
B. VISITS TO CLIENTS IN TERRITORY :	1148	9.93	6.15	8.88
C. EXPORT/TRADE/POLICY FAIRS :	60	4.39	3.58	4.53
PROJECTS AND EVENTS MISSIONS :	76	5.63	6.45	7.11
CONFERENCE SEMINARS :	71	2.13	1.70	2.17
OTHER :	58	1.60	0.75	1.27
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	172	4.10	3.65	4.45
POST INITIATED :	228	5.39	3.71	5.08
E. COMMUNICATIONS ACTIVITIES :	2621	1.95	1.75	2.13
F. INVESTMENT ENQUIRIES FROM CANADA :	123	2.36	2.21	2.64
FROM TERRITORIES :	283	1.32	3.20	2.85
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	303	0.45	1.94	1.57
CONNECTIONS ARRANGED :	142	0.45	1.62	1.35
H. PARTICIP'T'N IN PROG-REL EVENTS OUTSIDE POST :		2.84	1.02	2.03
I. SERVICE REQUESTS FM GOV'T SOURCES NGO :	254	1.30	1.22	1.46
HOST GOVERNMENT :	124	1.52	1.20	1.54
OTHER DEPARTMENT :	298	2.93	2.81	3.32
PROVINCES/MUNICIPALITIES :	267	2.56	1.65	2.34
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		10.23	2.58	6.52
LEAVE, PROFESSIONAL DEVELOP :		15.56	11.41	15.15
K. SERVICE TO OTHER MISSION PROGRAMS :		3.73	0.44	2.03
L. TOURISM PROGRAM ACTIVITIES :		0.86	3.81	3.07
***** TOTALS *****		99.88	99.89	116.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA : 264

FROM TERRIT : 283

NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA : 950

FROM TERRIT : 1076

NUMBER OF PEMD APPLICATIONS COMMENTED ON : 85

NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED : 46

-LOCALLY ENGAGED : 70