

20/04/93

External Affairs and International Trade Canada

TSRPT02E

## TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT  
FOR QUARTER 3 OF FISCAL YEAR 1992

POST : MUNICH

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	194	15.00	11.33	0.79
FROM TERRITORIES :	408	6.00	12.00	0.54
B. VISITS TO CLIENTS IN TERRITORY :	111	10.66	20.00	0.92
C. EXPORT/TRADE/POLICY FAIRS :	7	6.66	9.33	0.48
PROJECTS AND EVENTS MISSIONS :	5	2.66	0.00	0.08
CONFERENCE SEMINARS :	2	3.33	1.00	0.13
OTHER :	5	0.66	3.33	0.12
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	1	0.00	1.66	0.05
POST INITIATED :	31	2.66	5.33	0.24
E. COMMUNICATIONS ACTIVITIES :	9	4.33	0.00	0.13
F. INVESTMENT ENQUIRIES FROM CANADA :	1	1.00	0.00	0.03
FROM TERRITORIES :	1	1.33	0.00	0.04
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'T'N IN PROG-REL EVENTS OUTSIDE POST :		0.00	5.33	0.16
I. SERVICE REQUESTS FM GOV'T SOURCES NGO :	0	0.00	0.00	0.00
HOST GOVERNMENT :	3	1.33	0.00	0.04
OTHER DEPARTMENT :	43	6.33	5.00	0.34
PROVINCES/MUNICIPALITIES :	16	4.00	1.00	0.15
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		15.66	1.00	0.50
LEAVE, PROFESSIONAL DEVELOP :		9.66	23.66	1.00
K. SERVICE TO OTHER MISSION PROGRAMS :		8.66	0.00	0.26
L. TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		99.93	99.97	6.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA : 7

FROM TERRIT : 4

NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA : 67

FROM TERRIT : 12

NUMBER OF PEMD APPLICATIONS COMMENTED ON : 0

NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED : 3

-LOCALLY ENGAGED : 3