

TRADE TRACKING SYSTEM

89/12/12

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 1 OF FISCAL YEAR 1989

POST : BUCHAREST

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	97	4.00	14.00	0.32
FROM TERRITORIES :	44	1.00	5.00	0.11
B.VISITS TO CLIENTS IN TERRITORY :	158	14.00	15.00	0.44
C.EXPORT/TRADE/POLICY FAIRS :	0	1.00	1.00	0.03
PROJECTS AND EVENTS MISSIONS :	1	0.00	4.00	0.08
CONFERENCE SEMINARS :	1	0.00	2.00	0.04
OTHER :	2	0.00	2.00	0.04
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	3	0.00	6.00	0.12
POST INITIATED :	47	17.00	10.00	0.37
E.COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F.INVESTMENT ENQUIRIES FROM CANADA :	0	0.00	0.00	0.00
FROM TERRITORIES :	0	0.00	0.00	0.00
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.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		3.00	0.00	0.03
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	5	0.00	4.00	0.08
HOST GOVERNMENT :	21	5.00	8.00	0.21
OTHER DEPARTMENT :	8	0.00	3.00	0.06
PROVINCES/MUNICIPALITIES :	2	0.00	2.00	0.04
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		15.00	10.00	0.35
LEAVE, PROFESSIONAL DEVELOP :		5.00	8.00	0.21
K.SERVICE TO OTHER MISSION PROGRAMS :		35.00	6.00	0.47
***** TOTALS *****		100.00	100.00	3.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 21
FROM TERRIT : 175

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 0

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 1
- LOCALLY-ENGAGED : 2