

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

POST : BRUSSELS

|                                                   | NUMBER | % OFFICER-TIME |         | TOTAL-TIME |
|---------------------------------------------------|--------|----------------|---------|------------|
|                                                   |        | CANADA         | LOC-ENG | PERSON-QTR |
| A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :     | 474    | 22.50          | 16.66   | 0.95       |
| FROM TERRITORIES :                                | 391    | 15.00          | 13.33   | 0.70       |
| B.VISITS TO CLIENTS IN TERRITORY :                | 49     | 5.00           | 10.00   | 0.40       |
| C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS FAIRS : | 5      | 7.50           | 11.66   | 0.50       |
| MISSIONS :                                        | 11     | 7.50           | 6.66    | 0.35       |
| CONFERENCE SEMINARS :                             | 15     | 5.00           | 3.33    | 0.20       |
| OTHER :                                           | 10     | 0.00           | 1.66    | 0.05       |
| D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :     | 6      | 0.00           | 1.66    | 0.05       |
| POST INITIATED :                                  | 8      | 0.00           | 1.66    | 0.05       |
| E.COMMUNICATIONS ACTIVITIES :                     | 90     | 0.00           | 5.00    | 0.15       |
| F.INVESTMENT ENQUIRIES FROM CANADA :              | 14     | 7.50           | 6.66    | 0.35       |
| FROM TERRITORIES :                                | 15     | 7.50           | 6.66    | 0.35       |
| G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :   | 30     | 0.00           | 1.66    | 0.05       |
| CONNECTIONS ARRANGED :                            | 23     | 0.00           | 1.66    | 0.05       |
| H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :    |        | 0.00           | 0.66    | 0.02       |
| I.SERVICE REQUESTS FM GOV'T SOURCES NGO :         | 91     | 10.00          | 7.66    | 0.43       |
| HOST GOVERNMENT :                                 | 1      | 2.50           | 0.00    | 0.05       |
| OTHER DEPARTMENT :                                | 2      | 2.50           | 0.00    | 0.05       |
| PROVINCES/MUNICIPALITIES :                        | 7      | 5.00           | 0.00    | 0.10       |
| J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:    |        | 2.50           | 0.00    | 0.05       |
| LEAVE, PROFESSIONAL DEVELOP :                     |        | 0.00           | 1.66    | 0.05       |
| K.SERVICE TO OTHER MISSION PROGRAMS :             |        | 0.00           | 1.66    | 0.05       |
| L.TOURISM PROGRAM ACTIVITIES :                    |        | 0.00           | 0.00    | 0.00       |
| ***** TOTALS *****                                |        | 100.00         | 99.90   | 5.00       |

|                                                            |     |
|------------------------------------------------------------|-----|
| NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA :  | 26  |
| FROM TERRIT :                                              | 14  |
| NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA : | 66  |
| FROM TERRIT :                                              | 200 |

|                                            |   |
|--------------------------------------------|---|
| NUMBER OF PEMD APPLICATIONS COMMENTED ON : | 3 |
|--------------------------------------------|---|

|                                                      |   |
|------------------------------------------------------|---|
| NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED : | 2 |
| -LOCALLY ENGAGED :                                   | 3 |