

TRADE TRACKING SYSTEM

87/12/23

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

87/12/23

FOR QUARTER 2 OF FISCAL YEAR 1987

POST : MUNICH

	NUMBER	% OFFICER-TIME CANADA	TOTAL-TIME LOC-ENG PERSON-QTR
A. EXPORT ENQUIRIES			
FROM CANADA	123	2.00	0.54
FROM TERRITORIES	104	0.00	0.38
B. VISITS TO CLIENTS IN TERRITORY	39	2.00	0.38
C. EXPORT PROMOTION PROJECTS & EVENTS			
FAIRS	8	2.00	0.44
MISSIONS	11	1.00	0.13
OTHER	1	4.00	0.12
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED	2	1.00	0.07
E. INVESTMENT/PROMOTION ENQUIRIES			
FROM CANADA	17	6.00	0.18
FROM TERRITORIES	28	4.00	0.22
F. TECHNOLOGY INFLOW PROGRAM ENGR'S FRM CANADA	5	1.00	0.03
CONNECTIONS ARRANGED	0	0.00	0.00
G. PARTICPT'N IN PRDG-RELATED EVENTS IN CANADA	0	1.00	0.03
H. SERVICE REQUESTS FM GOV'T SOURCES-DEA REPTS	4	2.00	0.08
FROM OTHER GOV'T SOURCES- CONTACTS	14	4.00	0.12
- REPORTS	2	0.00	0.00
I. ADMINISTRATION:			
PROGRAM MANAGEMENT & ADMIN.		28.00	0.84
LEAVE, PROFESSIONAL DEVELOP		26.00	0.96
J. SERVICE TO OTHER MISSION PROGRAMS		16.00	0.48
***** TOTALS *****		100.00	5.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 38
 FROM TERRIT : 21

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 10

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