

09/09/92

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 1 OF FISCAL YEAR 1992

POST : BUCHAREST

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	175	5.00	13.00	0.31
FROM TERRITORIES :	285	3.00	11.00	0.25
B. VISITS TO CLIENTS IN TERRITORY :	0	1.00	10.50	0.22
C. EXPORT/TRADE/POLICY FAIRS :	1	15.00	9.00	0.33
PROJECTS AND EVENTS MISSIONS :	4	10.00	7.50	0.25
CONFERENCE SEMINARS :	2	4.00	5.00	0.14
OTHER :	0	0.00	2.50	0.05
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	7	4.00	5.50	0.15
POST INITIATED :	5	8.00	2.50	0.13
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. PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		0.00	0.00	0.00
I. SERVICE REQUESTS FM GOV'T SOURCES NGO :	17	9.00	6.00	0.21
HOST GOVERNMENT :	42	8.00	5.00	0.18
OTHER DEPARTMENT :	9	4.00	1.50	0.07
PROVINCES/MUNICIPALITIES :	8	5.00	7.50	0.20
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN. :		24.00	2.50	0.29
LEAVE, PROFESSIONAL DEVELOP :		0.00	2.50	0.05
K. SERVICE TO OTHER MISSION PROGRAMS :		0.00	8.50	0.17
L. TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		100.00	100.00	3.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA :	0
FROM TERRIT :	180
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA :	31
FROM TERRIT :	200
NUMBER OF PEMD APPLICATIONS COMMENTED ON :	2
NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED :	1
-LOCALLY ENGAGED :	2