

TRADE TRACKING SYSTEM

89/12/12

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 1 OF FISCAL YEAR 1989

POST : BONN

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	172	20.00	13.33	1.00
FROM TERRITORIES :	228	14.33	6.66	0.63
B. VISITS TO CLIENTS IN TERRITORY :	45	18.33	11.66	0.90
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	1	0.00	0.00	0.00
MISSIONS :	7	3.33	3.33	0.20
CONFERENCE SEMINARS :	4	2.00	1.66	0.11
OTHER :	0	0.00	1.66	0.05
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	23	8.33	3.33	0.35
POST INITIATED :	16	6.66	0.00	0.20
E. COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F. INVESTMENT ENQUIRIES				
FROM CANADA :	24	1.66	3.33	0.15
FROM TERRITORIES :	220	13.33	13.33	0.80
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	34	0.00	16.66	0.50
CONNECTIONS ARRANGED :	4	0.00	5.00	0.15
H. PARTICIP'T'N IN PROG-REL EVENTS OUTSIDE POST :		0.00	5.00	0.15
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	8	1.66	1.66	0.10
HOST GOVERNMENT :	7	1.33	1.66	0.09
OTHER DEPARTMENT :	19	3.33	3.33	0.20
PROVINCES/MUNICIPALITIES :	21	1.66	1.66	0.10
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		4.00	5.00	0.27
LEAVE, PROFESSIONAL DEVELOP :		0.00	0.00	0.00
K. SERVICE TO OTHER MISSION PROGRAMS :		0.00	1.66	0.05
***** TOTALS *****		99.95	99.92	6.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 37
FROM TERRIT : 17

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 16

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