

TRADE TRACKING SYSTEM

89/01/18

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

89/01/18

FOR QUARTER 2 OF FISCAL YEAR 1988

REGION : EUROPE

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	5084	14.14	23.75	19.14
FROM TERRITORIES :	5206	8.56	18.07	13.51
B.VISITS TO CLIENTS IN TERRITORY :	857	6.25	5.84	6.04
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	95	3.06	4.13	3.62
MISSIONS :	100	3.33	4.59	3.99
CONFERENCE SEMINARS :	37	2.25	0.59	1.39
OTHER :	83	1.58	0.38	0.96
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	220	4.68	2.28	3.44
POST INITIATED :	272	5.66	1.98	3.75
E.COMMUNICATIONS ACTIVITIES :	70	1.02	0.55	0.78
F.INVESTMENT ENQUIRIES FROM CANADA :	202	1.70	0.80	1.24
FROM TERRITORIES :	511	5.66	2.92	4.24
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	200	1.02	2.61	1.85
CONNECTIONS ARRANGED :	324	1.25	2.84	2.08
H.PARTICIPATION IN PROG-REL EVENTS OUTSIDE POST :		0.81	0.82	0.82
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	185	0.95	0.96	0.96
HOST GOVERNMENT :	92	0.95	0.48	0.71
OTHER DEPARTMENT :	379	2.85	2.86	2.86
PROVINCES/MUNICIPALITIES :	294	2.62	1.69	2.14
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		11.22	2.42	6.65
LEAVE, PROFESSIONAL DEVELOP :		16.97	15.67	16.30
K.SERVICE TO OTHER MISSION PROGRAMS :		3.37	3.67	3.53
***** TOTALS *****		99.90	99.90	100.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 1391
FROM TERRIT : 1219

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 210

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 48
- LOCALLY-ENGAGED : 52