

TRADE TRACKING SYSTEM

91/01/09

WORKLOAD AND OFFICER SUMMARY  
ACTIVITY REPORT

FOR QUARTER 2 OF FISCAL YEAR 1990

POST : MUNICH

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	160	14.50	9.50	0.48
FROM TERRITORIES :	77	1.00	10.00	0.22
B. VISITS TO CLIENTS IN TERRITORY :	48	1.00	23.00	0.48
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	9	0.50	15.00	0.31
MISSIONS :	2	0.00	5.00	0.10
CONFERENCE SEMINARS :	0	0.00	0.00	0.00
OTHER :	2	10.00	15.00	0.50
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	0	0.00	0.00	0.00
POST INITIATED :	2	0.00	2.50	0.05
E. COMMUNICATIONS ACTIVITIES :	3	0.00	3.50	0.07
F. INVESTMENT ENQUIRIES				
FROM CANADA :	6	2.50	0.50	0.06
FROM TERRITORIES :	8	1.00	3.00	0.08
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. PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		0.00	0.00	0.00
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	0	0.00	0.00	0.00
HOST GOVERNMENT :	0	0.00	0.00	0.00
OTHER DEPARTMENT :	5	1.50	0.00	0.03
PROVINCES/MUNICIPALITIES :	13	3.00	0.00	0.06
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN. :		46.00	0.00	0.92
LEAVE, PROFESSIONAL DEVELOP :		13.50	13.00	0.53
K. SERVICE TO OTHER MISSION PROGRAMS :		5.50	0.00	0.11
L. TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		100.00	100.00	4.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 48  
FROM TERRIT : 8

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 19

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