

TRADE TRACKING SYSTEM

90/10/03

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 1 OF FISCAL YEAR 1990

POST : DUSSELDORF

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	321	12.33	27.66	1.20
FROM TERRITORIES :	292	6.66	25.00	0.95
B. VISITS TO CLIENTS IN TERRITORY :	66	8.00	4.66	0.38
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	15	5.33	24.00	0.88
MISSIONS :	5	1.66	2.66	0.13
CONFERENCE SEMINARS :	3	2.00	0.00	0.06
OTHER :	6	3.00	0.00	0.09
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	1	0.00	0.33	0.01
POST INITIATED :	18	5.00	0.66	0.17
E. COMMUNICATIONS ACTIVITIES :	7	2.33	0.00	0.07
F. INVESTMENT ENQUIRIES				
FROM CANADA :	8	2.33	0.00	0.07
FROM TERRITORIES :	0	0.00	0.00	0.00
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	1	0.00	0.33	0.01
CONNECTIONS ARRANGED :	0	0.00	0.00	0.00
H. PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		7.66	0.00	0.23
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	4	0.00	0.33	0.01
HOST GOVERNMENT :	0	0.00	0.00	0.00
OTHER DEPARTMENT :	50	1.66	6.33	0.24
PROVINCES/MUNICIPALITIES :	35	0.66	3.66	0.13
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		25.33	0.00	0.76
LEAVE, PROFESSIONAL DEVELOP :		9.33	4.33	0.41
K. SERVICE TO OTHER MISSION PROGRAMS :		6.66	0.00	0.20
L. TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		99.94	99.95	6.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 179
FROM TERRIT : 30

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 47

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