

TRADE TRACKING SYSTEM

89/01/18

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 2 OF FISCAL YEAR 1988

POST : MUNICH

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES				
FROM CANADA :	157	10.00	17.00	0.54
FROM TERRITORIES :	118	3.00	17.00	0.40
B. VISITS TO CLIENTS IN TERRITORY :	60	5.00	9.00	0.28
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	15	4.00	16.00	0.40
MISSIONS :	5	1.00	11.00	0.24
CONFERENCE SEMINARS :	1	0.00	2.00	0.04
OTHER :	1	0.00	0.00	0.00
D. COMMERCIAL* ECONOMIC REPORTS				
HQ REQUESTED :	7	2.00	0.00	0.04
POST INITIATED :	3	1.00	7.00	0.16
E. COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F. INVESTMENT ENQUIRIES				
FROM CANADA :	8	3.00	0.00	0.06
FROM TERRITORIES :	31	6.00	4.00	0.20
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA	11	2.00	1.00	0.06
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 :	0	0.00	0.00	0.00
HOST GOVERNMENT :	0	0.00	0.00	0.00
OTHER DEPARTMENT :	4	1.00	0.00	0.02
PROVINCES/MUNICIPALITIES :	5	3.00	3.00	0.12
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		26.00	0.00	0.52
LEAVE, PROFESSIONAL DEVELOP :		24.00	13.00	0.74
K. SERVICE TO OTHER MISSION PROGRAMS :		9.00	0.00	0.18
***** TOTALS *****		100.00	100.00	4.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 64
FROM TERRIT : 50

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 4

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