

27/07/93

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 4 OF FISCAL YEAR 1992

POST : BUCHAREST

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	357	15.00	10.00	0.35
FROM TERRITORIES :	225	10.00	12.50	0.35
B.VISITS TO CLIENTS IN TERRITORY :	61	10.00	13.00	0.36
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	0	0.00	0.00	0.00
MISSIONS :	4	8.00	7.50	0.23
CONFERENCE SEMINARS :	1	2.00	2.50	0.07
OTHER :	0	0.00	0.00	0.00
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	1	2.00	5.00	0.12
POST INITIATED :	5	5.00	5.00	0.15
E.COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F.INVESTMENT ENQUIRIES FROM CANADA :	0	0.00	0.00	0.00
FROM TERRITORIES :	2	1.00	0.50	0.02
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.PARTICIP'T'N IN PROG-REL EVENTS OUTSIDE POST :		4.00	4.00	0.12
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	6	3.00	2.50	0.08
HOST GOVERNMENT :	19	10.00	10.00	0.30
OTHER DEPARTMENT :	17	5.00	10.00	0.25
PROVINCES/MUNICIPALITIES :	28	5.00	10.00	0.25
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		5.00	0.00	0.05
LEAVE, PROFESSIONAL DEVELOP :		5.00	2.50	0.10
K.SERVICE TO OTHER MISSION PROGRAMS :		10.00	5.00	0.20
L.TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		100.00	100.00	3.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA :	4
	FROM TERRIT :	21
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	45
	FROM TERRIT :	56
NUMBER OF PEMD APPLICATIONS COMMENTED ON :		14
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	1
	-LOCALLY ENGAGED :	2