

29/06/92

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 4 OF FISCAL YEAR 1991

SUB-REGION: WEST EUROPE

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA	: 5701	14.82	24.28	23.59
FROM TERRITORIES	: 6718	9.13	16.21	15.36
B. VISITS TO CLIENTS IN TERRITORY	: 1314	8.00	7.96	9.34
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS	: 120	3.52	4.66	4.88
MISSIONS	: 88	3.80	3.45	4.22
CONFERENCE SEMINARS	: 91	2.47	2.09	2.64
OTHER	: 52	1.82	0.80	1.46
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED	: 316	5.68	2.53	4.57
POST INITIATED	: 336	5.31	1.89	3.96
E. COMMUNICATIONS ACTIVITIES	: 101	1.88	0.45	1.26
F. INVESTMENT ENQUIRIES FROM CANADA	: 345	3.49	3.37	4.01
FROM TERRITORIES	: 621	4.23	4.13	4.89
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA	: 269	0.84	3.00	2.41
CONNECTIONS ARRANGED	: 137	0.92	1.65	1.56
H. PARTICIP'T'N IN PROG-REL EVENTS OUTSIDE POST	:	1.74	2.06	2.25
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO	: 236	0.92	1.01	1.14
HOST GOVERNMENT	: 161	1.64	0.72	1.32
OTHER DEPARTMENT	: 470	3.64	1.66	2.96
PROVINCES/MUNICIPALITIES	: 398	3.09	2.27	3.08
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.	:	10.15	1.31	6.05
LEAVE, PROFESSIONAL DEVELOP	:	5.03	4.28	5.40
K. SERVICE TO OTHER MISSION PROGRAMS	:	3.64	0.86	2.43
L. TOURISM PROGRAM ACTIVITIES	:	4.13	9.25	8.22
***** TOTALS *****		99.89	99.89	117.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA	: 322
	FROM TERRIT	: 223
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA	: 1147
	FROM TERRIT	: 1080
NUMBER OF PEMD APPLICATIONS COMMENTED ON	:	164
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED	: 51
	-LOCALLY ENGAGED	: 66