

21/02/95

Foreign Affairs and International Trade

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 2 OF FISCAL YEAR 1994

SUB-REGION: WEST EUROPE

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA	: 4767	12.31	21.22	18.00
FROM TERRITORIES	: 5304	6.41	16.42	12.65
B. VISITS TO CLIENTS IN TERRITORY	: 890	9.65	5.57	7.36
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS	: 48	3.95	3.39	3.69
MISSIONS	: 66	5.65	6.95	6.56
CONFERENCE SEMINARS	: 63	2.26	1.57	1.89
OTHER	: 54	1.75	0.75	1.18
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED	: 138	4.14	3.37	3.76
POST INITIATED	: 208	5.39	3.81	4.54
E. COMMUNICATIONS ACTIVITIES	: 190	1.87	1.55	1.72
F. INVESTMENT ENQUIRIES				
FROM CANADA	: 95	2.43	2.16	2.32
FROM TERRITORIES	: 260	1.39	3.37	2.63
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA	: 233	0.41	1.95	1.36
CONNECTIONS ARRANGED	: 109	0.39	1.75	1.23
H. PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST	: 3.07	1.01	1.88	
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO	: 137	1.17	1.03	1.11
HOST GOVERNMENT	: 82	1.12	0.96	1.05
OTHER DEPARTMENT	: 267	3.02	2.91	3.02
PROVINCES/MUNICIPALITIES	: 228	2.46	1.68	2.04
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.	: 9.65	2.63	5.57	
LEAVE, PROFESSIONAL DEVELOP	: 16.75	11.24	13.73	
K. SERVICE TO OTHER MISSION PROGRAMS	: 3.68	0.21	1.64	
L. TOURISM PROGRAM ACTIVITIES	: 0.97	4.37	3.07	
***** TOTALS *****		99.89	99.87	102.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA	: 209
	FROM TERRIT	: 109
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA	: 770
	FROM TERRIT	: 863

NUMBER OF PEMD APPLICATIONS COMMENTED ON	: 74
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NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED	: 41
	-LOCALLY ENGAGED	: 61