

TRADE TRACKING SYSTEM

88/03/16

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 3 OF FISCAL YEAR 1987

REGION : AFRICA MIDDLE-EAST

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT ENQUIRIES				
FROM CANADA	3485	18.80	24.26	10.28
FROM TERRITORIES	2837	11.40	24.95	8.59
B. VISITS TO CLIENTS IN TERRITORY VISITS	1447	13.20	16.30	7.05
C. EXPORT PROMOTION PROJECTS & EVENTS				
FAIRS	8	2.56	3.26	1.39
MISSIONS	46	8.20	5.00	3.20
OTHER	94	2.20	2.39	1.10
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED	120	5.64	3.17	2.14
E. INVESTMENT/PROMOTION ENQUIRIES				
FROM CANADA	53	1.84	0.91	0.67
FROM TERRITORIES	177	1.48	2.82	1.02
F. TECHNOLOGY INFLOW PROGRAM ENGR'S FRM CANADA	0	0.00	0.00	0.00
CONNECTIONS ARRANGED	33	0.80	0.43	0.30
G. PARTICIP'TN IN PROG-RELATED EVENTS IN CANADA	14	4.56	3.21	1.88
H. SERVICE REQUESTS FM GOV'T SOURCES-DEA REPTS	91	4.96	0.69	1.40
FROM OTHER GOV'T SOURCES- CONTACTS	132	4.00	2.69	1.62
- REPORTS	58	1.28	1.39	0.64
I. ADMINISTRATION:				
PROGRAM MANAGEMENT & ADMIN.		8.00	1.52	2.35
LEAVE, PROFESSIONAL DEVELOP		6.52	4.26	2.61
J. SERVICE TO OTHER MISSION PROGRAMS		4.56	2.69	1.76
***** TOTALS *****		100.00	99.94	48.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 588
FROM TERRIT : 1553

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 87

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 25
- LOCALLY-ENGAGED : 23