

TRADE TRACKING SYSTEM

87/12/23

WORKLOAD AND OFFICER SUMMARY  
ACTIVITY REPORT

FOR QUARTER 2 OF FISCAL YEAR 1987

POST : RIYADH

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT ENQUIRIES				
FROM CANADA :	249	14.00	14.00	0.98
FROM TERRITORIES :	373	11.00	25.00	1.19
B. VISITS TO CLIENTS IN TERRITORY	229	12.00	15.00	0.93
C. EXPORT PROMOTION PROJECTS & EVENTS				
FAIRS :	0	0.00	0.00	0.00
MISSIONS :	3	11.00	4.00	0.56
OTHER :	11	2.00	1.00	0.11
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED :	9	5.00	1.00	0.23
E. INVESTMENT/PROMOTION ENQUIRIES				
FROM CANADA :	4	1.00	0.00	0.04
FROM TERRITORIES :	31	2.00	3.00	0.17
F. TECHNOLOGY INFLOW PROGRAM ENGR 'S FRM CANADA :	0	0.00	0.00	0.00
CONNECTIONS ARRANGED :	0	0.00	0.00	0.00
G. PARTICPT'N IN PROG-RELATED EVENTS IN CANADA :	2	4.00	5.00	0.31
H. SERVICE REQUESTS FM GOV'T SOURCES-DEA REPTS :	28	11.00	1.00	0.47
FROM OTHER GOV'T SOURCES- CONTACTS :	16	2.00	0.00	0.08
- REPORTS :	7	2.00	0.00	0.08
I. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN. :		2.00	0.00	0.08
LEAVE, PROFESSIONAL DEVELOP :		18.00	24.00	1.44
J. SERVICE TO OTHER MISSION PROGRAMS :		3.00	7.00	0.33
***** TOTALS *****		100.00	100.00	7.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 23  
FROM TERRIT : 133

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 5

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 4  
- LOCALLY-ENGAGED : 3