

17/11/94

Foreign Affairs and International Trade

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 1 OF FISCAL YEAR 1994

POST : ANKARA

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	255	22.50	40.00	1.25
FROM TERRITORIES :	137	4.50	31.50	0.72
B.VISITS TO CLIENTS IN TERRITORY :	37	7.50	3.00	0.21
C.EXPORT/TRADE/POLICY FAIRS :	4	10.50	5.00	0.31
PROJECTS AND EVENTS MISSIONS :	3	4.00	2.50	0.13
CONFERENCE SEMINARS :	2	1.50	0.00	0.03
OTHER :	2	5.00	0.00	0.10
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	12	6.00	3.00	0.18
POST INITIATED :	11	6.00	1.00	0.14
E.COMMUNICATIONS ACTIVITIES :	2	1.50	0.00	0.03
F.INVESTMENT ENQUIRIES FROM CANADA :	0	0.00	0.00	0.00
FROM TERRITORIES :	0	0.00	0.00	0.00
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.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		8.50	8.00	0.33
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	0	0.00	0.00	0.00
HOST GOVERNMENT :	3	1.00	0.00	0.02
OTHER DEPARTMENT :	7	3.00	0.00	0.06
PROVINCES/MUNICIPALITIES :	1	0.00	0.00	0.00
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		4.50	0.00	0.09
LEAVE, PROFESSIONAL DEVELOP :		14.00	6.00	0.40
K.SERVICE TO OTHER MISSION PROGRAMS :		0.00	0.00	0.00
L.TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		100.00	100.00	4.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA :	7
FROM TERRIT :	8
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA :	32
FROM TERRIT :	29
NUMBER OF PEMD APPLICATIONS COMMENTED ON :	3
NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED :	2
-LOCALLY ENGAGED :	2