

TRADE TRACKING SYSTEM

89/12/12

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 1 OF FISCAL YEAR 1989

POST : TEHRAN

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	77	5.00	20.00	0.25
FROM TERRITORIES :	436	2.00	50.00	0.52
B. VISITS TO CLIENTS IN TERRITORY :	65	10.00	30.00	0.40
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	1	0.00	0.00	0.00
MISSIONS :	3	5.00	0.00	0.05
CONFERENCE SEMINARS :	1	3.00	0.00	0.03
OTHER :	8	0.00	0.00	0.00
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	2	0.00	0.00	0.00
POST INITIATED :	9	5.00	0.00	0.05
E. COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
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. PARTICIP'T'N IN PROG-REL EVENTS OUTSIDE POST :		25.00	0.00	0.25
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	0	0.00	0.00	0.00
HOST GOVERNMENT :	5	0.00	0.00	0.00
OTHER DEPARTMENT :	3	0.00	0.00	0.00
PROVINCES/MUNICIPALITIES :	1	0.00	0.00	0.00
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN. :		5.00	0.00	0.05
LEAVE, PROFESSIONAL DEVELOP :		5.00	0.00	0.05
K. SERVICE TO OTHER MISSION PROGRAMS :		35.00	0.00	0.35
***** TOTALS *****		100.00	100.00	2.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 12
FROM TERRIT : 93

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 2

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 1
- LOCALLY-ENGAGED : 1