

TRADE TRACKING SYSTEM

89/01/18

WORKLOAD AND OFFICER SUMMARY  
ACTIVITY REPORT

FOR QUARTER 2 OF FISCAL YEAR 1988

POST : CAIRO

|   | NUMBER | % OFFICER-TIME |         | TOTAL-TIME<br>PERSON-QTR |
|---|--------|----------------|---------|--------------------------|
|   |        | CANADA         | LOC-ENG |                          |
| A.EXPORT/TRADE/POLICY ENQUIRIES : FROM CANADA : | 230    | 12.50          | 25.00   | 0.75                     |
| FROM TERRITORIES :                              | 303    | 7.50           | 43.00   | 1.01                     |
| B.VISITS TO CLIENTS IN TERRITORY :              | 95     | 15.00          | 6.00    | 0.42                     |
| C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS :     |        |                |         |                          |
| FAIRS :   | 0      | 0.00           | 0.00    | 0.00                     |
| MISSIONS :                                      | 0      | 0.00           | 0.00    | 0.00                     |
| CONFERENCE SEMINARS :                           | 0      | 0.00           | 0.00    | 0.00                     |
| OTHER :   | 0      | 0.00           | 0.00    | 0.00                     |
| D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :   | 3      | 5.00           | 0.00    | 0.10                     |
| POST INITIATED :                                | 10     | 7.50           | 3.00    | 0.21                     |
| E.COMMUNICATIONS ACTIVITIES :                   | 0      | 0.00           | 0.00    | 0.00                     |
| F.INVESTMENT ENQUIRIES :                        |        |                |         |                          |
| FROM CANADA :                                   | 3      | 0.50           | 1.50    | 0.04                     |
| FROM TERRITORIES :                              | 9      | 2.00           | 0.00    | 0.04                     |
| 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'TN IN PROG-REL EVENTS OUTSIDE POST : |        | 3.50           | 0.00    | 0.07                     |
| I.SERVICE REQUESTS FM GOV'T SOURCES :           |        |                |         |                          |
| NGO :   | 0      | 0.00           | 0.00    | 0.00                     |
| HOST GOVERNMENT :                               | 0      | 0.00           | 0.00    | 0.00                     |
| OTHER DEPARTMENT :                              | 11     | 3.50           | 2.50    | 0.12                     |
| PROVINCES/MUNICIPALITIES :                      | 5      | 1.00           | 2.00    | 0.06                     |
| J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:  |        | 20.00          | 0.00    | 0.40                     |
| LEAVE, PROFESSIONAL DEVELOP :                   |        | 17.00          | 17.00   | 0.68                     |
| K.SERVICE TO OTHER MISSION PROGRAMS :           |        | 5.00           | 0.00    | 0.10                     |
| ***** TOTALS *****                              |        | 100.00         | 100.00  | 4.00                     |

NUMBER OF BUSINESS VISITORS FROM CANADA : 76  
FROM TERRIT : 370

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 9

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 2  
- LOCALLY-ENGAGED : 2