

TRADE TRACKING SYSTEM

90/04/05

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 3 OF FISCAL YEAR 1989

REGION : AFRICA MIDDLE-EAST

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	3708	17.52	23.64	10.29
FROM TERRITORIES :	3746	11.80	21.72	8.38
B.VISITS TO CLIENTS IN TERRITORY :	1508	12.96	14.68	6.91
C.EXPORT/TRADE/POLICY FAIRS :	18	3.32	4.92	2.06
PROJECTS AND EVENTS MISSIONS :	37	6.68	5.12	2.95
CONFERENCE SEMINARS :	25	1.24	1.64	0.72
OTHER :	60	0.76	2.12	0.72
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	57	2.76	2.00	1.19
POST INITIATED :	90	5.32	2.36	1.92
E.COMMUNICATIONS ACTIVITIES :	124	1.00	0.12	0.28
F.INVESTMENT ENQUIRIES FROM CANADA :	77	0.92	0.60	0.38
FROM TERRITORIES :	383	1.36	0.76	0.53
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	57	0.20	1.04	0.31
CONNECTIONS ARRANGED :	17	0.00	0.32	0.08
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		8.00	4.28	3.07
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	66	1.16	0.56	0.43
HOST GOVERNMENT :	103	1.84	1.56	0.85
OTHER DEPARTMENT :	183	3.16	2.20	1.34
PROVINCES/MUNICIPALITIES :	52	1.04	0.48	0.38
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		7.28	0.68	1.99
LEAVE, PROFESSIONAL DEVELOP :		3.96	7.36	2.83
K.SERVICE TO OTHER MISSION PROGRAMS :		7.72	1.84	2.39
***** TOTALS *****		100.00	100.00	50.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 797
FROM TERRIT : 1532

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 71

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