

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

89/10/05

FOR QUARTER 4 OF FISCAL YEAR 1988

POST : ANKARA

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	326	37.50	52.50	1.80
FROM TERRITORIES :	156	24.50	23.50	0.96
B. VISITS TO CLIENTS IN TERRITORY :	59	5.00	7.00	0.24
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	1	8.50	1.50	0.20
MISSIONS :	3	2.50	0.50	0.06
CONFERENCE SEMINARS :	4	2.00	1.50	0.07
OTHER :	1	2.50	0.00	0.05
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	12	1.00	3.00	0.08
POST INITIATED :	38	2.00	3.50	0.11
E. COMMUNICATIONS ACTIVITIES :	4	0.50	0.50	0.02
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'TN IN PROG-REL EVENTS OUTSIDE POST :		1.50	0.00	0.03
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	2	0.00	2.00	0.04
HOST GOVERNMENT :	1	0.00	0.50	0.01
OTHER DEPARTMENT :	12	0.50	2.50	0.06
PROVINCES/MUNICIPALITIES :	3	0.50	1.50	0.04
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		1.50	0.00	0.03
LEAVE, PROFESSIONAL DEVELOP :		9.00	0.00	0.18
K. SERVICE TO OTHER MISSION PROGRAMS :		1.00	0.00	0.02
***** TOTALS *****		100.00	100.00	4.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 77
FROM TERRIT : 89

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 7

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