

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 3 OF FISCAL YEAR 1989

SUB-REGION: AFRICA

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	1983	21.50	27.72	5.63
FROM TERRITORIES :	1320	12.41	23.90	4.12
B. VISITS TO CLIENTS IN TERRITORY :	589	10.33	16.54	3.06
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	2	1.08	2.18	0.37
MISSIONS :	16	7.08	4.00	1.29
CONFERENCE SEMINARS :	4	0.16	0.72	0.10
OTHER :	24	0.00	3.81	0.42
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	27	3.41	1.90	0.62
POST INITIATED :	39	5.91	2.54	0.99
E. COMMUNICATIONS ACTIVITIES :	5	0.41	0.00	0.05
F. INVESTMENT ENQUIRIES FROM CANADA :	12	1.08	0.90	0.23
FROM TERRITORIES :	7	0.33	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 :		15.75	4.54	2.39
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	9	1.33	0.36	0.20
HOST GOVERNMENT :	20	1.50	1.45	0.34
OTHER DEPARTMENT :	36	3.66	1.36	0.59
PROVINCES/MUNICIPALITIES :	9	0.83	0.00	0.10
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		7.75	0.54	0.99
LEAVE, PROFESSIONAL DEVELOP :		1.33	5.63	0.78
K. SERVICE TO OTHER MISSION PROGRAMS :		4.08	1.81	0.69
***** TOTALS *****		99.93	99.90	23.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 445
FROM TERRIT : 680

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 24

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 12
- LOCALLY-ENGAGED : 11