

TRADE TRACKING SYSTEM

90/01/23

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 2 OF FISCAL YEAR 1989

SUB-REGION: AFRICA

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	1689	18.78	27.66	5.95
FROM TERRITORIES :	1409	8.57	24.75	4.17
B.VISITS TO CLIENTS IN TERRITORY :	573	10.57	13.50	3.10
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	3	1.57	2.91	0.57
MISSIONS :	23	3.00	4.91	1.01
CONFERENCE SEMINARS :	4	0.78	0.08	0.12
OTHER :	56	0.71	2.50	0.40
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	33	2.64	1.66	0.57
POST INITIATED :	39	4.57	2.16	0.90
E.COMMUNICATIONS ACTIVITIES :	8	0.28	0.16	0.06
F.INVESTMENT ENQUIRIES				
FROM CANADA :	13	0.85	0.41	0.17
FROM TERRITORIES :	12	0.42	0.08	0.07
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	5	1.42	0.00	0.20
CONNECTIONS ARRANGED :	12	1.07	0.00	0.15
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		1.28	0.00	0.18
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	32	0.64	1.00	0.21
HOST GOVERNMENT :	51	1.71	0.66	0.32
OTHER DEPARTMENT :	57	3.28	1.08	0.59
PROVINCES/MUNICIPALITIES :	27	1.00	0.41	0.19
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		6.92	0.16	0.99
LEAVE, PROFESSIONAL DEVELOP :		12.50	6.75	2.56
K.SERVICE TO OTHER MISSION PROGRAMS :		17.35	9.08	3.52
***** TOTALS *****		99.91	99.92	26.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 255
FROM TERRIT : 540

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 34

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 14
- LOCALLY-ENGAGED : 12