

19/05/95

Foreign Affairs and International Trade

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 3 OF FISCAL YEAR 1994

POST : CAIRO

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	461	15.00	27.66	0.98
FROM TERRITORIES :	492	15.00	11.66	0.50
B.VISITS TO CLIENTS IN TERRITORY :	213	20.00	17.33	0.72
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	13	8.00	6.33	0.27
MISSIONS :	6	5.00	7.66	0.28
CONFERENCE SEMINARS :	6	2.00	2.33	0.09
OTHER :	1	10.00	0.00	0.10
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	1	0.00	0.66	0.02
POST INITIATED :	14	5.00	5.66	0.22
E.COMMUNICATIONS ACTIVITIES :	5	3.00	1.66	0.08
F.INVESTMENT ENQUIRIES				
FROM CANADA :	1	0.00	0.66	0.02
FROM TERRITORIES :	2	0.00	1.33	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.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		0.00	3.33	0.10
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	3	2.00	2.00	0.08
HOST GOVERNMENT :	12	5.00	3.33	0.15
OTHER DEPARTMENT :	2	0.00	3.33	0.10
PROVINCES/MUNICIPALITIES :	5	0.00	2.00	0.06
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		10.00	3.00	0.19
LEAVE, PROFESSIONAL DEVELOP :		0.00	0.00	0.00
K.SERVICE TO OTHER MISSION PROGRAMS :		0.00	0.00	0.00
L.TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		100.00	99.93	4.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA : 12
FROM TERRIT : 45
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA : 110
FROM TERRIT : 210
NUMBER OF PEMD APPLICATIONS COMMENTED ON : 10
NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA BASED : 1
- LOCALLY ENGAGED : 3