

TRADE TRACKING SYSTEM

90/11/02

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 1 OF FISCAL YEAR 1990

SUB-REGION: MIDDLE EAST

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	2038	12.23	21.00	4.32
FROM TERRITORIES :	2894	9.07	21.84	4.02
B. VISITS TO CLIENTS IN TERRITORY :	729	9.00	14.38	3.04
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	20	1.38	2.38	0.49
MISSIONS :	32	6.84	11.00	2.32
CONFERENCE SEMINARS :	7	0.61	0.15	0.10
OTHER :	116	2.92	0.53	0.45
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	26	1.23	2.53	0.49
POST INITIATED :	90	9.53	3.38	1.68
E. COMMUNICATIONS ACTIVITIES :	132	1.92	0.61	0.33
F. INVESTMENT ENQUIRIES				
FROM CANADA :	103	2.46	0.84	0.43
FROM TERRITORIES :	99	1.84	1.46	0.43
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	48	0.46	2.00	0.32
CONNECTIONS ARRANGED :	16	0.07	0.84	0.12
H. PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		8.00	1.92	1.29
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	33	1.38	1.07	0.32
HOST GOVERNMENT :	62	1.84	2.07	0.51
OTHER DEPARTMENT :	65	1.38	1.69	0.40
PROVINCES/MUNICIPALITIES :	90	1.69	2.00	0.48
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN. :		6.76	1.46	1.07
LEAVE, PROFESSIONAL DEVELOP :		7.61	3.84	1.49
K. SERVICE TO OTHER MISSION PROGRAMS :		11.69	2.92	1.90
L. TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		99.91	99.91	26.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 375
FROM TERRIT : 1326

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 58

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 13
- LOCALLY-ENGAGED : 13