

21/02/95

Foreign Affairs and International Trade

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT  
FOR QUARTER 2 OF FISCAL YEAR 1994

REGION : AFRICA MIDDLE-EAST

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA	: 4814	17.50	23.86	8.05
FROM TERRITORIES	: 4811	15.68	20.72	7.07
B.VISITS TO CLIENTS IN TERRITORY	: 966	13.43	14.27	5.29
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS	: 10	1.43	4.00	1.11
MISSIONS	: 18	7.06	6.09	2.47
CONFERENCE SEMINARS	: 9	0.75	0.50	0.23
OTHER	: 27	1.31	1.54	0.55
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED	: 42	4.31	4.45	1.67
POST INITIATED	: 57	3.62	1.86	0.99
E.COMMUNICATIONS ACTIVITIES	: 24	1.50	0.22	0.29
F.INVESTMENT ENQUIRIES				
FROM CANADA	: 55	0.56	0.22	0.14
FROM TERRITORIES	: 51	0.43	0.68	0.22
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA	: 35	0.31	1.36	0.35
CONNECTIONS ARRANGED	: 18	0.06	0.95	0.22
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST	: 0.43	1.54	0.41	
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO	: 103	0.75	1.18	0.38
HOST GOVERNMENT	: 233	1.18	1.09	0.43
OTHER DEPARTMENT	: 165	1.75	0.72	0.44
PROVINCES/MUNICIPALITIES	: 255	2.06	1.09	0.57
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.	: 4.50	1.77	1.11	
LEAVE, PROFESSIONAL DEVELOP	: 15.50	8.18	4.28	
K.SERVICE TO OTHER MISSION PROGRAMS	: 5.75	1.68	1.29	
L.TOURISM PROGRAM ACTIVITIES	: 0.06	1.95	0.44	
***** TOTALS *****		99.93	99.92	38.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA : 60  
 FROM TERRIT : 154  
 NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA : 780  
 FROM TERRIT : 1348

NUMBER OF PEMD APPLICATIONS COMMENTED ON : 20

NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED : 16  
 -LOCALLY ENGAGED : 22