

18/02/92

External Affairs and International Trade Canada

TSRPT02E

## TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT  
FOR QUARTER 1 OF FISCAL YEAR 1991

REGION : AFRICA MIDDLE-EAST

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA	3313	22.04	28.54	10.91
FROM TERRITORIES	2811	12.61	21.18	7.31
B. VISITS TO CLIENTS IN TERRITORY	1497	12.95	20.36	7.20
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS	11	1.19	1.68	0.62
MISSIONS	38	6.85	6.90	2.96
CONFERENCE SEMINARS	12	0.80	0.68	0.32
OTHER	26	1.04	1.00	0.44
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED	48	1.95	1.22	0.68
POST INITIATED	85	3.23	1.86	1.09
E. COMMUNICATIONS ACTIVITIES	147	1.33	0.22	0.33
F. INVESTMENT ENQUIRIES FROM CANADA	32	0.90	0.40	0.28
FROM TERRITORIES	102	0.85	0.63	0.32
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA	35	0.23	1.36	0.35
CONNECTIONS ARRANGED	16	0.00	0.45	0.10
H. PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST		3.00	0.81	0.81
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO	47	1.00	1.04	0.44
HOST GOVERNMENT	210	2.38	1.45	0.82
OTHER DEPARTMENT	96	1.80	2.40	0.91
PROVINCES/MUNICIPALITIES	86	1.47	0.72	0.47
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.		7.00	1.81	1.87
LEAVE, PROFESSIONAL DEVELOP		7.04	3.22	2.19
K. SERVICE TO OTHER MISSION PROGRAMS		10.23	1.95	2.58
L. TOURISM PROGRAM ACTIVITIES		0.00	0.00	0.00
***** TOTALS *****		99.89	99.88	43.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA : 434

FROM TERRIT : 587

NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA : 448

FROM TERRIT : 681

NUMBER OF PEMD APPLICATIONS COMMENTED ON : 85

NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED : 21

-LOCALLY ENGAGED : 22