

TRADE TRACKING SYSTEM

91/03/25

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 3 OF FISCAL YEAR 1990

SUB-REGION: AFRICA

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	1071	22.16	30.71	3.48
FROM TERRITORIES :	818	11.16	31.57	2.88
B. VISITS TO CLIENTS IN TERRITORY :	379	14.00	16.42	1.99
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	6	0.50	0.71	0.08
MISSIONS :	8	5.16	1.42	0.41
CONFERENCE SEMINARS :	7	1.00	0.57	0.10
OTHER :	1	0.00	0.28	0.02
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	10	1.50	2.28	0.25
POST INITIATED :	33	7.66	5.14	0.82
E. COMMUNICATIONS ACTIVITIES :	6	1.16	0.71	0.12
F. INVESTMENT ENQUIRIES				
FROM CANADA :	14	0.83	1.14	0.13
FROM TERRITORIES :	10	0.50	0.57	0.07
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. PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		0.00	0.00	0.00
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	15	0.66	1.57	0.15
HOST GOVERNMENT :	47	2.33	2.00	0.28
OTHER DEPARTMENT :	45	2.00	1.85	0.25
PROVINCES/MUNICIPALITIES :	25	2.66	0.71	0.21
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		8.66	0.42	0.55
LEAVE, PROFESSIONAL DEVELOP :		9.66	0.42	0.61
K. SERVICE TO OTHER MISSION PROGRAMS :		8.33	1.42	0.60
L. TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		99.93	99.91	13.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 222
FROM TERRIT : 396

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 13

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 6
- LOCALLY-ENGAGED : 7