

17/11/94

Foreign Affairs and International Trade

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 1 OF FISCAL YEAR 1994

POST : ATHENS

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
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A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	179	15.00	12.50	0.40
FROM TERRITORIES :	420	13.00	22.50	0.58
B.VISITS TO CLIENTS IN TERRITORY :	67	22.00	17.00	0.56
C.EXPORT/TRADE/POLICY FAIRS :	0	3.00	23.50	0.50
PROJECTS AND EVENTS MISSIONS :	0	0.00	0.00	0.00
CONFERENCE SEMINARS :	0	0.00	0.00	0.00
OTHER :	1	4.00	5.00	0.14
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	0	10.00	0.00	0.10
POST INITIATED :	0	0.00	0.00	0.00
E.COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F.INVESTMENT ENQUIRIES FROM CANADA :	1	0.00	0.00	0.00
FROM TERRITORIES :	0	0.00	0.00	0.00
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	0.00	0.00
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	0	0.00	0.00	0.00
HOST GOVERNMENT :	2	0.00	0.00	0.00
OTHER DEPARTMENT :	2	0.00	0.00	0.00
PROVINCES/MUNICIPALITIES :	0	0.00	0.00	0.00
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		7.00	0.00	0.07
LEAVE, PROFESSIONAL DEVELOP :		13.00	19.50	0.52
K.SERVICE TO OTHER MISSION PROGRAMS :		13.00	0.00	0.13
L.TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		100.00	100.00	3.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA : 8

FROM TERRIT : 2

NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA : 37

FROM TERRIT : 82

NUMBER OF PEMD APPLICATIONS COMMENTED ON : 0

NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED : 1

-LOCALLY ENGAGED : 2