

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY  
ACTIVITY REPORT

89/05/12

FOR QUARTER 3 OF FISCAL YEAR 1988

POST : ABIDJAN

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	154	27.50	30.00	0.85
FROM TERRITORIES :	92	7.50	25.00	0.40
B.VISITS TO CLIENTS IN TERRITORY :	98	14.00	20.00	0.48
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS FAIRS :	0	0.00	0.00	0.00
MISSIONS :	11	7.00	15.00	0.29
CONFERENCE SEMINARS :	4	5.00	0.00	0.10
OTHER :	1	1.00	0.00	0.02
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	2	2.50	0.00	0.05
POST INITIATED :	9	2.50	5.00	0.10
E.COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F.INVESTMENT ENQUIRIES FROM CANADA :	0	0.00	0.00	0.00
FROM TERRITORIES :	2	0.50	0.00	0.01
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 :		5.00	0.00	0.10
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	2	3.00	0.00	0.06
HOST GOVERNMENT :	0	0.00	0.00	0.00
OTHER DEPARTMENT :	5	2.00	0.00	0.04
PROVINCES/MUNICIPALITIES :	3	1.00	0.00	0.02
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		14.00	0.00	0.28
LEAVE, PROFESSIONAL DEVELOP :		0.00	0.00	0.00
K.SERVICE TO OTHER MISSION PROGRAMS :		7.50	5.00	0.20
***** TOTALS *****		100.00	100.00	3.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 75  
FROM TERRIT : 24

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 9

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 2  
- LOCALLY-ENGAGED : 1