

WORKLOAD TRACKING SYSTEM

90/04/05

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 3 OF FISCAL YEAR 1989

REGION : AFRICA MIDDLE-EAST

	NUMBER	% OFFICER-TIME CANADA	% OFFICER-TIME LOC-ENG	TOTAL-TIME PERSON-QTR
<u>AFRICA MIDDLE EAST</u>				
A. EXPORT/TRADE/POLICY ENQUIRIES				
FROM CANADA :	3708	17.52	13.61	10.28
FROM TERRITORIES :	3746	11.60	21.72	8.28
B. VISITS TO CLIENTS IN TERRITORY	1500	12.96	14.58	5.88
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
DAYS :	18	3.32	4.92	2.06
MISSIONS :	37	5.68	5.12	2.95
CONFERENCE SEMINARS :	25	1.24	1.64	0.72
OTHER :	60	0.78	2.12	0.73
D. COMMERCIAL/ECONOMIC REQUESTED	57			
POST INITIATED :	95			
E. COMMUNICATIONS ACTIVITY	134			
F. INVESTMENT ENQUIRIES				
FROM CANADA :	77			
FROM TERRITORIES :	333			
G. TECHNOLOGY INFLOW PROJECTS				
ARRANGED FROM CANADA :	37	0.28	1.04	0.71
ARRANGED FROM TERRITORIES :	17	0.60	0.12	0.08
H. PARTICIPATION IN PROG-REL EVENTS OUTSIDE POST		8.00	4.28	3.07
I. SERVICE REQUESTS FROM GOV'T SOURCES				
NGO :	66	1.16	0.50	0.43
HOST GOVERNMENT :	103	1.84	1.56	0.85
OTHER DEPARTMENT :	283	3.36	2.20	1.34
OTHER :	52	1.04	0.48	0.38
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.		7.26	0.52	1.05
LEAVE, PROFESSIONAL DEVELOP :		3.96	7.34	2.41
K. SERVICE TO OTHER MISSION PROGRAMS		7.72	1.84	2.38
***** TOTALS *****		150.00	100.00	50.00

GAT

- ABIDJAN
- *ADDIS ABABA
- ALGIERS
- HARARE
- *KINSHASA
- LAGOS
- *NAIROBI
- RABAT
- TUNIS
- YAOUNDE

GMT

- AMMAN
- BAGHDAD
- CAIRO
- KUWAIT
- RIYADH
- TEHERAN
- TEL AVIV

* Quarterly reports for these posts were not available.

NUMBER OF BUSINESS VISITS FROM CANADA : 797
FROM TERRIT : 1317

NUMBER OF PIMB APPLICATIONS COMMENTED ON : 71

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 25
- LOCALLY-ENGAGED : 25