

20/10/93

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 1 OF FISCAL YEAR 1993

POST	: ABIDJAN	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
			CANADA	LOC-ENG	
A. EXPORT/TRADE/POLICY ENQUIRIES	FROM CANADA	: 298	47.00	27.00	0.74
	FROM TERRITORIES	: 67	0.00	8.00	0.08
B. VISITS TO CLIENTS IN TERRITORY		: 78	20.00	19.00	0.39
C. EXPORT/TRADE/POLICY	FAIRS	: 2	0.00	6.00	0.06
PROJECTS AND EVENTS	MISSIONS	: 2	7.00	8.00	0.15
	CONFERENCE SEMINARS	: 4	5.00	2.00	0.07
	OTHER	: 3	6.00	2.00	0.08
D. COMMERCIAL* ECONOMIC REPORTS	HQ REQUESTED	: 3	1.00	4.00	0.05
	POST INITIATED	: 6	3.00	5.00	0.08
E. COMMUNICATIONS ACTIVITIES		: 0	0.00	1.00	0.01
F. INVESTMENT ENQUIRIES	FROM CANADA	: 0	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. PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST		: 0	0.00	0.00	0.00
I. SERVICE REQUESTS FM GOV'T SOURCES	NGO	: 0	0.00	0.00	0.00
	HOST GOVERNMENT	: 2	1.00	1.00	0.02
	OTHER DEPARTMENT	: 0	0.00	0.00	0.00
	PROVINCES/MUNICIPALITIES	: 3	2.00	2.00	0.04
J. ADMINISTRATION:	PROGRAM MANAGEMENT & ADMIN.	: 4	4.00	0.00	0.04
	LEAVE, PROFESSIONAL DEVELOP	: 4	4.00	13.00	0.17
K. SERVICE TO OTHER MISSION PROGRAMS		: 0	0.00	2.00	0.02
L. TOURISM PROGRAM ACTIVITIES		: 0	0.00	0.00	0.00
***** TOTALS *****			100.00	100.00	2.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA	: 7
	FROM TERRIT	: 8
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA	: 48
	FROM TERRIT	: 105
NUMBER OF PEMD APPLICATIONS COMMENTED ON		: 3
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED	: 1
	-LOCALLY ENGAGED	: 1