

TSRPT02E

TRADE TRACKING SYSTEM

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

POST : ATHENS

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	208	18.00	19.00	0.56
FROM TERRITORIES :	230	18.00	22.50	0.63
B.VISITS TO CLIENTS IN TERRITORY :	97	21.00	22.00	0.65
C.EXPORT/TRADE/POLICY FAIRS :	1	0.00	6.00	0.12
PROJECTS AND EVENTS MISSIONS :	0	0.00	0.00	0.00
CONFERENCE SEMINARS :	0	0.00	0.00	0.00
OTHER :	1	18.00	17.00	0.52
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	9	16.00	5.00	0.26
POST INITIATED :	0	0.00	0.00	0.00
E.COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
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'T'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 :	0	0.00	0.00	0.00
OTHER DEPARTMENT :	0	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 :		0.00	8.50	0.17
K.SERVICE TO OTHER MISSION PROGRAMS :		2.00	0.00	0.02
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 :		4		
FROM TERRIT :		0		
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA :		27		
FROM TERRIT :		82		
NUMBER OF PEMD APPLICATIONS COMMENTED ON :		2		
NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED :		1		
-LOCALLY ENGAGED :		2		