

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 : TEHRAN

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
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A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	281	24.00	35.00	1.42
FROM TERRITORIES :	296	6.66	9.00	0.38
B. VISITS TO CLIENTS IN TERRITORY :	108	10.00	12.50	0.55
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	2	3.33	6.00	0.22
MISSIONS :	4	6.66	10.00	0.40
CONFERENCE SEMINARS :	1	0.00	2.00	0.04
OTHER :	0	0.00	0.00	0.00
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	3	3.33	3.50	0.17
POST INITIATED :	6	3.33	5.00	0.20
E. COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F. INVESTMENT ENQUIRIES				
FROM CANADA :	4	0.66	0.50	0.03
FROM TERRITORIES :	10	1.33	1.00	0.06
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 :		0.00	0.00	0.00
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	5	2.00	0.00	0.06
HOST GOVERNMENT :	26	4.66	1.50	0.17
OTHER DEPARTMENT :	20	5.00	2.50	0.20
PROVINCES/MUNICIPALITIES :	8	2.33	3.00	0.13
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		6.66	0.00	0.20
LEAVE, PROFESSIONAL DEVELOP :		16.66	7.50	0.65
K. SERVICE TO OTHER MISSION PROGRAMS :		3.33	1.00	0.12
L. TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		99.94	100.00	5.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA :	4
	FROM TERRIT :	19
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	51
	FROM TERRIT :	87

NUMBER OF PEMD APPLICATIONS COMMENTED ON	:	1
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NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	3
	-LOCALLY ENGAGED :	2