

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

89/05/12

FOR QUARTER 3 OF FISCAL YEAR 1988

POST : AMMAN

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	96	15.00	16.00	0.47
FROM TERRITORIES :	116	10.00	20.00	0.50
B.VISITS TO CLIENTS IN TERRITORY :	121	10.00	22.50	0.55
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	0	0.00	0.00	0.00
MISSIONS :	5	10.00	17.50	0.45
CONFERENCE SEMINARS :	0	0.00	0.00	0.00
OTHER :	2	5.00	2.50	0.10
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	36	15.00	7.50	0.30
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 :	16	2.00	4.00	0.10
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 :		0.00	5.00	0.10
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	0	0.00	0.00	0.00
HOST GOVERNMENT :	19	10.00	1.00	0.12
OTHER DEPARTMENT :	18	10.00	1.00	0.12
PROVINCES/MUNICIPALITIES :	17	5.00	3.00	0.11
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		8.00	0.00	0.08
LEAVE, PROFESSIONAL DEVELOP :		0.00	0.00	0.00
K.SERVICE TO OTHER MISSION PROGRAMS :		0.00	0.00	0.00
***** TOTALS *****		100.00	100.00	3.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 169
FROM TERRIT : 50

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 5

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