

19/05/95

Foreign Affairs and International Trade

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 3 OF FISCAL YEAR 1994

POST : AMMAN

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA	: 174	0.00	29.33	0.88
FROM TERRITORIES	: 160	0.00	24.33	0.73
B.VISITS TO CLIENTS IN TERRITORY	: 47	20.00	20.66	0.82
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS	: 0	0.00	0.00	0.00
MISSIONS	: 3	50.00	17.00	1.01
CONFERENCE SEMINARS	: 0	0.00	0.00	0.00
OTHER	: 0	0.00	0.00	0.00
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED	: 1	10.00	0.00	0.10
POST INITIATED	: 6	0.00	5.33	0.16
E.COMMUNICATIONS ACTIVITIES	: 0	0.00	0.00	0.00
F.INVESTMENT ENQUIRIES				
FROM CANADA	: 1	0.00	0.33	0.01
FROM TERRITORIES	: 5	0.00	1.33	0.04
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	0.00	0.00	0.00
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO	: 0	5.00	0.66	0.07
HOST GOVERNMENT	: 0	10.00	0.00	0.10
OTHER DEPARTMENT	: 0	0.00	0.00	0.00
PROVINCES/MUNICIPALITIES	: 0	0.00	0.00	0.00
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.	: 0	0.00	0.00	0.00
LEAVE, PROFESSIONAL DEVELOP	: 5	5.00	1.00	0.08
K.SERVICE TO OTHER MISSION PROGRAMS	: 0	0.00	0.00	0.00
L.TOURISM PROGRAM ACTIVITIES	: 0	0.00	0.00	0.00
***** TOTALS *****		100.00	99.97	4.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA	: 4
	FROM TERRIT	: 0
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA	: 57
	FROM TERRIT	: 44
NUMBER OF PEMD APPLICATIONS COMMENTED ON		: 3
NUMBER OF OCCUPIED OFFICER POSITIONS	- CANADA BASED	: 1
	- LOCALLY ENGAGED	: 3