

02/12/92

## External Affairs and International Trade Canada

TSRPT02E

## TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT  
FOR QUARTER 2 OF FISCAL YEAR 1992

POST : AMMAN

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QT
		CANADA	LOC-ENG	
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	450	5.00	22.50	0.50
FROM TERRITORIES :	328	5.00	17.50	0.40
B. VISITS TO CLIENTS IN TERRITORY :	131	15.00	17.00	0.49
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	1	9.00	15.00	0.39
MISSIONS :	3	9.00	4.00	0.17
CONFERENCE SEMINARS :	1	8.00	2.00	0.12
OTHER :	0	0.00	1.00	0.02
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	1	5.00	2.50	0.10
POST INITIATED :	4	5.00	3.50	0.12
E. COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F. INVESTMENT ENQUIRIES				
FROM CANADA :	6	5.00	1.00	0.07
FROM TERRITORIES :	40	2.00	2.50	0.07
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	0	0.00	0.00	0.00
CONNECTIONS ARRANGED :	1	0.00	1.00	0.02
H. PARTICIPANT IN PROG-REL EVENTS OUTSIDE POST :		0.00	0.00	0.00
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	14	0.00	1.00	0.02
HOST GOVERNMENT :	30	5.00	1.50	0.08
OTHER DEPARTMENT :	27	5.00	2.00	0.09
PROVINCES/MUNICIPALITIES :	30	10.00	1.00	0.12
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN. :		10.00	1.00	0.12
LEAVE, PROFESSIONAL DEVELOP :		0.00	0.00	0.00
K. SERVICE TO OTHER MISSION PROGRAMS :		2.00	4.00	0.10
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 :	3
FROM TERRIT :	35
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA :	30
FROM TERRIT :	72
NUMBER OF PEMD APPLICATIONS COMMENTED ON :	5
NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED :	1
-LOCALLY ENGAGED :	2