

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 3 OF FISCAL YEAR 1992

POST : CAIRO

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	375	8.00	25.00	0.83
FROM TERRITORIES :	890	12.00	29.00	0.99
B.VISITS TO CLIENTS IN TERRITORY :	123	10.00	11.66	0.45
C.EXPORT/TRADE/POLICY FAIRS :	1	1.00	3.66	0.12
PROJECTS AND EVENTS MISSIONS :	4	25.00	2.33	0.32
CONFERENCE SEMINARS :	2	1.00	12.00	0.37
OTHER :	3	10.00	0.00	0.10
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	4	2.00	0.66	0.04
POST INITIATED :	7	5.00	6.00	0.23
E.COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F.INVESTMENT ENQUIRIES FROM CANADA :	0	0.00	0.00	0.00
FROM TERRITORIES :	6	5.00	0.00	0.05
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	0	0.00	0.00	0.00
CONNECTIONS ARRANGED :	1	0.00	0.33	0.01
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		0.00	0.00	0.00
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	3	0.00	0.33	0.01
HOST GOVERNMENT :	3	0.00	0.00	0.00
OTHER DEPARTMENT :	5	5.00	1.33	0.09
PROVINCES/MUNICIPALITIES :	4	5.00	0.66	0.07
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		0.00	0.66	0.02
LEAVE, PROFESSIONAL DEVELOP :		7.00	6.33	0.26
K.SERVICE TO OTHER MISSION PROGRAMS :		4.00	0.00	0.04
L.TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		100.00	99.95	4.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA :	2
FROM TERRIT :	15
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA :	35
FROM TERRIT :	400
NUMBER OF PEMD APPLICATIONS COMMENTED ON :	4
NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED :	1
-LOCALLY ENGAGED :	3