

20/10/93

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 1 OF FISCAL YEAR 1993

REGION : AFRICA MIDDLE-EAST

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	4204	20.55	27.22	9.69
FROM TERRITORIES :	4006	14.38	22.45	7.53
B.VISITS TO CLIENTS IN TERRITORY :	1697	15.05	17.31	6.52
C.EXPORT/TRADE/POLICY FAIRS :	15	2.05	5.54	1.59
PROJECTS AND EVENTS MISSIONS :	35	9.88	4.54	2.78
CONFERENCE SEMINARS :	14	1.16	0.72	0.37
OTHER :	14	2.55	1.63	0.82
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	36	3.16	1.54	0.91
POST INITIATED :	169	4.66	3.31	1.57
E.COMMUNICATIONS ACTIVITIES :	45	1.44	0.59	0.39
F.INVESTMENT ENQUIRIES FROM CANADA :	20	0.88	0.04	0.17
FROM TERRITORIES :	42	0.77	0.81	0.32
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	17	0.27	0.54	0.17
CONNECTIONS ARRANGED :	13	0.11	0.54	0.14
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		1.94	1.45	0.67
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	13	0.94	0.13	0.20
HOST GOVERNMENT :	62	1.72	0.68	0.46
OTHER DEPARTMENT :	58	1.61	0.45	0.39
PROVINCES/MUNICIPALITIES :	71	1.83	1.09	0.57
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		6.22	2.90	1.76
LEAVE, PROFESSIONAL DEVELOP :		2.94	2.50	1.08
K.SERVICE TO OTHER MISSION PROGRAMS :		5.77	3.90	1.90
L.TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		99.88	99.88	40.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA :	115
FROM TERRIT :	178
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA :	740
FROM TERRIT :	1251
NUMBER OF PEMD APPLICATIONS COMMENTED ON :	81
NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED :	18
-LOCALLY ENGAGED :	22