

TRADE TRACKING SYSTEM

90/04/05

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 3 OF FISCAL YEAR 1989

POST : CAIRO

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	274	22.50	22.50	0.90
FROM TERRITORIES :	304	22.50	30.50	1.06
B.VISITS TO CLIENTS IN TERRITORY :	81	15.00	10.50	0.51
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	0	0.00	0.00	0.00
MISSIONS :	1	0.00	9.50	0.19
CONFERENCE SEMINARS :	1	0.00	1.00	0.02
OTHER :	1	0.00	1.00	0.02
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	3	2.50	1.50	0.08
POST INITIATED :	3	2.50	1.50	0.08
E.COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F.INVESTMENT ENQUIRIES				
FROM CANADA :	3	1.50	0.00	0.03
FROM TERRITORIES :	19	4.50	0.50	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	6.00	0.12
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	4	1.00	0.00	0.02
HOST GOVERNMENT :	18	3.50	4.00	0.15
OTHER DEPARTMENT :	34	7.50	5.00	0.25
PROVINCES/MUNICIPALITIES :	2	0.50	0.00	0.01
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		10.00	0.00	0.20
LEAVE, PROFESSIONAL DEVELOP :		1.50	6.50	0.16
K.SERVICE TO OTHER MISSION PROGRAMS :		5.00	0.00	0.10
***** TOTALS *****		100.00	100.00	4.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 43
FROM TERRIT : 209

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 4

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