

29/06/92

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 4 OF FISCAL YEAR 1991

POST : ATHENS

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	304	30.00	45.00	1.20
FROM TERRITORIES :	311	27.00	20.00	0.67
B.VISITS TO CLIENTS IN TERRITORY :	61	20.00	7.50	0.35
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	0	0.00	0.00	0.00
MISSIONS :	0	0.00	0.00	0.00
CONFERENCE SEMINARS :	0	0.00	0.00	0.00
OTHER :	0	0.00	0.00	0.00
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	1	0.00	1.00	0.02
POST INITIATED :	8	2.00	1.50	0.05
E.COMMUNICATIONS ACTIVITIES :	4	2.00	0.00	0.02
F.INVESTMENT ENQUIRIES				
FROM CANADA :	0	0.00	0.00	0.00
FROM TERRITORIES :	0	0.00	0.00	0.00
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.PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		0.00	0.00	0.00
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	0	0.00	0.00	0.00
HOST GOVERNMENT :	2	1.00	0.00	0.01
OTHER DEPARTMENT :	4	2.00	0.00	0.02
PROVINCES/MUNICIPALITIES :	2	1.00	0.00	0.01
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		7.00	0.00	0.07
LEAVE, PROFESSIONAL DEVELOP :		8.00	25.00	0.58
K.SERVICE TO OTHER MISSION PROGRAMS :		0.00	0.00	0.00
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 :	1
	FROM TERRIT :	15
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	22
	FROM TERRIT :	92
NUMBER OF PEMD APPLICATIONS COMMENTED ON	:	2
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	1
	-LOCALLY ENGAGED :	2