

TSRPT02E

TRADE TRACKING SYSTEM

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

POST : AMMAN.

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	180	5.00	24.00	0.53
FROM TERRITORIES :	218	5.00	20.00	0.45
B.VISITS TO CLIENTS IN TERRITORY :	82	25.00	25.00	0.75
C.EXPORT/TRADE/POLICY FAIRS :	1	0.00	4.00	0.08
PROJECTS AND EVENTS MISSIONS :	1	10.00	3.00	0.16
CONFERENCE SEMINARS :	1	10.00	7.50	0.25
OTHER :	0	0.00	0.00	0.00
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	4	5.00	6.00	0.17
POST INITIATED :	5	0.00	4.00	0.08
E.COMMUNICATIONS ACTIVITIES :	0	5.00	0.00	0.05
F.INVESTMENT ENQUIRIES FROM CANADA :	3	0.00	0.50	0.01
FROM TERRITORIES :	5	0.00	1.00	0.02
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	1	0.00	0.50	0.01
CONNECTIONS ARRANGED :	1	0.00	0.50	0.01
H.PARTICIP'T'N IN PROG-REL EVENTS OUTSIDE POST :		0.00	0.00	0.00
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	8	10.00	0.00	0.10
HOST GOVERNMENT :	0	0.00	0.00	0.00
OTHER DEPARTMENT :	25	10.00	0.00	0.10
PROVINCES/MUNICIPALITIES :	20	10.00	0.00	0.10
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		5.00	0.00	0.05
LEAVE, PROFESSIONAL DEVELOP :		0.00	4.00	0.08
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 :	5
FROM TERRIT :	31
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA :	31
FROM TERRIT :	87
NUMBER OF PEMD APPLICATIONS COMMENTED ON :	7
NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED :	1
-LOCALLY ENGAGED :	2