

TRADE TRACKING SYSTEM

90/06/20

WORKLOAD AND OFFICER SUMMARY  
ACTIVITY REPORT

FOR QUARTER 4 OF FISCAL YEAR 1989

SUB-REGION: AFRICA

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	2098	22.69	27.27	5.95
FROM TERRITORIES :	1324	10.61	24.45	4.07
B.VISITS TO CLIENTS IN TERRITORY :	619	11.00	18.54	3.47
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	4	1.84	0.90	0.34
MISSIONS :	33	8.46	4.72	1.62
CONFERENCE SEMINARS :	12	2.38	2.45	0.58
OTHER :	8	0.61	0.45	0.13
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	28	2.23	2.18	0.53
POST INITIATED :	38	5.46	2.00	0.93
E.COMMUNICATIONS ACTIVITIES :	7	0.46	0.45	0.11
F.INVESTMENT ENQUIRIES FROM CANADA :	16	1.15	0.45	0.20
FROM TERRITORIES :	15	0.30	0.72	0.12
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	2	0.07	0.00	0.01
CONNECTIONS ARRANGED :	10	0.30	0.00	0.04
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		3.07	4.27	0.87
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	29	1.92	0.27	0.28
HOST GOVERNMENT :	30	1.15	0.72	0.23
OTHER DEPARTMENT :	61	3.00	1.09	0.51
PROVINCES/MUNICIPALITIES :	23	0.92	0.36	0.16
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		7.84	0.45	1.07
LEAVE, PROFESSIONAL DEVELOP :		2.69	3.45	0.73
K.SERVICE TO OTHER MISSION PROGRAMS :		11.76	4.72	2.05
***** TOTALS *****		99.91	99.91	24.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 346  
FROM TERRIT : 442

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 24

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 13  
- LOCALLY-ENGAGED : 11