

19/05/95

Foreign Affairs and International Trade

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 3 OF FISCAL YEAR 1994

POST : TEHRAN

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	305	25.00	36.00	1.47
FROM TERRITORIES :	495	11.66	16.00	0.67
B.VISITS TO CLIENTS IN TERRITORY :	128	12.00	18.00	0.72
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	1	8.33	11.00	0.47
MISSIONS :	2	3.33	4.00	0.18
CONFERENCE SEMINARS :	0	0.00	0.00	0.00
OTHER :	0	0.00	0.00	0.00
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	4	2.00	7.50	0.21
POST INITIATED :	6	2.00	4.00	0.14
E.COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F.INVESTMENT ENQUIRIES				
FROM CANADA :	3	0.66	0.00	0.02
FROM TERRITORIES :	9	1.33	0.50	0.05
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 :		3.33	0.00	0.10
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	0	0.00	0.00	0.00
HOST GOVERNMENT :	1	2.00	0.00	0.06
OTHER DEPARTMENT :	0	0.00	0.00	0.00
PROVINCES/MUNICIPALITIES :	0	0.00	0.00	0.00
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		8.33	0.00	0.25
LEAVE, PROFESSIONAL DEVELOP :		13.33	2.50	0.45
K.SERVICE TO OTHER MISSION PROGRAMS :		6.66	0.50	0.21
L.TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		99.96	100.00	5.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA :	7
	FROM TERRIT :	28
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	111
	FROM TERRIT :	174
NUMBER OF PEMD APPLICATIONS COMMENTED ON :		1
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	3
	-LOCALLY ENGAGED :	2