

TRADE TRACKING SYSTEM

90/10/03

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 1 OF FISCAL YEAR 1990

POST : TEHRAN

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	168	10.00	30.00	0.50
FROM TERRITORIES :	429	5.00	20.00	0.30
B. VISITS TO CLIENTS IN TERRITORY :	104	15.00	15.00	0.45
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	2	0.00	0.00	0.00
MISSIONS :	9	10.00	10.00	0.30
CONFERENCE SEMINARS :	1	0.00	0.00	0.00
OTHER :	16	0.00	0.00	0.00
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	3	0.00	0.00	0.00
POST INITIATED :	12	5.00	0.00	0.10
E. COMMUNICATIONS ACTIVITIES :	1	0.00	0.00	0.00
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 :		12.50	25.00	0.50
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	10	0.00	0.00	0.00
HOST GOVERNMENT :	15	0.00	0.00	0.00
OTHER DEPARTMENT :	3	0.00	0.00	0.00
PROVINCES/MUNICIPALITIES :	2	0.00	0.00	0.00
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		5.00	0.00	0.10
LEAVE, PROFESSIONAL DEVELOP :		5.00	0.00	0.10
K. SERVICE TO OTHER MISSION PROGRAMS :		32.50	0.00	0.65
L. TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		100.00	100.00	3.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 43
FROM TERRIT : 68

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 1

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 2
- LOCALLY-ENGAGED : 1