

23/07/91

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 4 OF FISCAL YEAR 1990

SUB-REGION: AFRICA

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	1299	24.70	25.10	4.98
FROM TERRITORIES :	928	12.40	27.90	4.03
B.VISITS TO CLIENTS IN TERRITORY :	516	12.20	15.80	2.80
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	4	1.00	0.50	0.15
MISSIONS :	12	6.70	1.50	0.82
CONFERENCE SEMINARS :	2	0.40	0.00	0.04
OTHER :	6	1.50	0.90	0.24
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	21	2.50	2.50	0.50
POST INITIATED :	35	6.70	2.80	0.95
E.COMMUNICATIONS ACTIVITIES :	6	1.20	0.00	0.12
F.INVESTMENT ENQUIRIES FROM CANADA :	10	1.20	0.60	0.18
FROM TERRITORIES :	26	1.00	0.80	0.18
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	2	0.00	0.10	0.01
CONNECTIONS ARRANGED :	11	0.00	0.30	0.03
H.PARTICIP'T'N IN PROG-REL EVENTS OUTSIDE POST :		4.00	3.50	0.75
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	41	0.70	1.60	0.23
HOST GOVERNMENT :	40	1.80	1.40	0.32
OTHER DEPARTMENT :	59	2.60	2.30	0.49
PROVINCES/MUNICIPALITIES :	34	1.80	0.90	0.27
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		8.60	0.60	0.92
LEAVE, PROFESSIONAL DEVELOP :		1.80	9.20	1.10
K.SERVICE TO OTHER MISSION PROGRAMS :		7.20	1.70	0.89
L.TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		100.00	100.00	20.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 268
FROM TERRIT : 551

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 21

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 10
- LOCALLY-ENGAGED : 10