

02/12/92

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 2 OF FISCAL YEAR 1992

POST : RIYADH

| | NUMBER | % OFFICER-TIME | | TOTAL-TIME PERSON-QT |
|--|--------|----------------|---------|-------------------------|
| | | CANADA | LOC-ENG | |
| A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA : | 309 | 18.33 | 20.00 | 1.15 |
| FROM TERRITORIES : | 259 | 16.66 | 20.00 | 1.10 |
| B. VISITS TO CLIENTS IN TERRITORY : | 207 | 15.00 | 20.00 | 1.05 |
| C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS | | | | |
| FAIRS : | 0 | 0.00 | 0.00 | 0.00 |
| MISSIONS : | 2 | 3.33 | 6.66 | 0.30 |
| CONFERENCE SEMINARS : | 0 | 0.00 | 0.00 | 0.00 |
| OTHER : | 2 | 1.66 | 0.00 | 0.05 |
| D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED : | 0 | 0.00 | 0.00 | 0.00 |
| POST INITIATED : | 10 | 3.33 | 0.00 | 0.10 |
| E. COMMUNICATIONS ACTIVITIES : | 1 | 1.66 | 0.00 | 0.05 |
| F. INVESTMENT ENQUIRIES FROM CANADA : | 42 | 11.66 | 10.00 | 0.65 |
| 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 : | | 3.33 | 8.33 | 0.35 |
| I. SERVICE REQUESTS FM GOV'T SOURCES | | | | |
| NGO : | 0 | 0.00 | 0.00 | 0.00 |
| HOST GOVERNMENT : | 3 | 0.00 | 1.66 | 0.05 |
| OTHER DEPARTMENT : | 0 | 0.00 | 0.00 | 0.00 |
| PROVINCES/MUNICIPALITIES : | 0 | 0.00 | 0.00 | 0.00 |
| J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.: | | 6.66 | 0.00 | 0.20 |
| LEAVE, PROFESSIONAL DEVELOP : | | 15.00 | 13.33 | 0.85 |
| K. SERVICE TO OTHER MISSION PROGRAMS : | | 3.33 | 0.00 | 0.10 |
| L. TOURISM PROGRAM ACTIVITIES : | | 0.00 | 0.00 | 0.00 |
| ***** TOTALS ***** | | 99.95 | 99.98 | 6.00 |

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA : 0

FROM TERRIT : 7

NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA : 25

FROM TERRIT : 43

NUMBER OF PEMD APPLICATIONS COMMENTED ON : 14

NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED : 3

-LOCALLY ENGAGED : 3