

21/02/95

Foreign Affairs and International Trade

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 2 OF FISCAL YEAR 1994

POST : ANKARA

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	157	17.50	41.00	1.17
FROM TERRITORIES :	121	3.50	20.00	0.47
B. VISITS TO CLIENTS IN TERRITORY :	31	7.50	3.00	0.21
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	1	15.00	5.00	0.40
MISSIONS :	3	20.00	5.00	0.50
CONFERENCE SEMINARS :	3	8.00	0.00	0.16
OTHER :	0	0.00	0.00	0.00
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	6	5.00	0.50	0.11
POST INITIATED :	8	4.00	0.00	0.08
E. COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F. INVESTMENT ENQUIRIES				
FROM CANADA :	0	0.00	0.00	0.00
FROM TERRITORIES :	2	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 :		0.00	0.00	0.00
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	2	0.00	0.00	0.00
HOST GOVERNMENT :	0	0.00	0.00	0.00
OTHER DEPARTMENT :	2	0.00	0.00	0.00
PROVINCES/MUNICIPALITIES :	3	0.50	0.00	0.01
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN. :		2.50	0.00	0.05
LEAVE, PROFESSIONAL DEVELOP :		16.50	25.50	0.84
K. SERVICE TO OTHER MISSION PROGRAMS :		0.00	0.00	0.00
L. TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		100.00	100.00	4.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA :	3
	FROM TERRIT :	9
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	28
	FROM TERRIT :	15
NUMBER OF PEMD APPLICATIONS COMMENTED ON :		1
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	2
	-LOCALLY ENGAGED :	2