

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

REGION : AFRICA MIDDLE-EAST

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	2713	15.50	25.47	8.34
FROM TERRITORIES :	3162	13.68	20.69	6.95
B. VISITS TO CLIENTS IN TERRITORY :	1122	11.37	15.82	5.46
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	2	0.56	2.91	0.76
MISSIONS :	22	3.18	2.39	1.06
CONFERENCE SEMINARS :	11	1.25	0.86	0.40
OTHER :	8	0.75	0.69	0.28
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	19	1.25	2.95	0.88
POST INITIATED :	53	3.31	3.56	1.35
E. COMMUNICATIONS ACTIVITIES :	18	1.43	0.30	0.30
F. INVESTMENT ENQUIRIES FROM CANADA :	66	3.00	1.60	0.85
FROM TERRITORIES :	76	1.18	1.26	0.48
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	15	0.18	0.43	0.13
CONNECTIONS ARRANGED :	12	0.00	0.56	0.13
H. PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		1.62	1.21	0.54
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	26	0.31	0.73	0.22
HOST GOVERNMENT :	96	1.31	1.91	0.65
OTHER DEPARTMENT :	68	1.93	1.69	0.70
PROVINCES/MUNICIPALITIES :	51	1.37	0.73	0.39
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN. :		8.12	2.47	1.87
LEAVE, PROFESSIONAL DEVELOP :		17.87	7.78	4.65
K. SERVICE TO OTHER MISSION PROGRAMS :		10.75	3.86	2.61
L. TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		99.92	99.87	39.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA : 36

FROM TERRIT : 251

NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA : 385

FROM TERRIT : 1009

NUMBER OF PEMD APPLICATIONS COMMENTED ON : 88

NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED : 16

-LOCALLY ENGAGED : 23