

22/08/94

Foreign Affairs and International Trade

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 4 OF FISCAL YEAR 1993

REGION : AFRICA MIDDLE-EAST

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A. EXPORT/TRADE/POLICY ENQUIRIES				
FROM CANADA	4445	21.73	27.38	9.88
FROM TERRITORIES	6834	11.21	20.47	6.43
B. VISITS TO CLIENTS IN TERRITORY	1386	8.05	12.85	4.23
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS	8	1.78	2.28	0.82
MISSIONS	34	12.73	12.04	4.95
CONFERENCE SEMINARS	12	1.36	0.85	0.44
OTHER	40	4.73	1.23	1.16
D. COMMERCIAL* ECONOMIC REPORTS				
HQ REQUESTED	54	3.42	3.19	1.32
POST INITIATED	123	3.94	3.23	1.43
E. COMMUNICATIONS ACTIVITIES	48	1.47	0.71	0.43
F. INVESTMENT ENQUIRIES				
FROM CANADA	121	0.84	0.38	0.24
FROM TERRITORIES	96	1.31	1.61	0.59
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA	104	0.21	0.61	0.17
CONNECTIONS ARRANGED	25	0.26	0.52	0.16
H. PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST		2.47	1.00	0.68
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO	83	2.05	0.85	0.57
HOST GOVERNMENT	134	1.94	1.42	0.67
OTHER DEPARTMENT	253	2.73	1.33	0.80
PROVINCES/MUNICIPALITIES	306	2.47	1.66	0.82
J. ADMINISTRATION:				
PROGRAM MANAGEMENT & ADMIN.		6.36	0.95	1.41
LEAVE, PROFESSIONAL DEVELOP		5.10	3.80	1.77
K. SERVICE TO OTHER MISSION PROGRAMS		3.73	1.38	1.00
L. TOURISM PROGRAM ACTIVITIES		0.00	0.14	0.03
***** TOTALS *****		99.89	99.88	40.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA	80
	FROM TERRIT	270
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA	1043
	FROM TERRIT	1437
NUMBER OF PEMD APPLICATIONS COMMENTED ON		41
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED	19
	-LOCALLY ENGAGED	21