

TRADE TRACKING SYSTEM

87/09/18

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 1 OF FISCAL YEAR 1987

POST : CAIRO

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A. EXPORT ENQUIRIES				
FROM CANADA	: 245	15.00	22.00	0.74
FROM TERRITORIES	: 378	8.00	34.00	0.84
B. VISITS TO CLIENTS IN TERRITORY	VISITS : 52	3.00	7.00	0.20
C. EXPORT PROMOTION PROJECTS & EVENTS				
FAIRS	: 0	0.00	0.00	0.00
MISSIONS	: 1	0.00	4.00	0.08
OTHER	: 1	2.00	0.00	0.04
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED	: 5	16.00	1.00	0.34
E. INVESTMENT/PROMOTION ENQUIRIES				
FROM CANADA	: 4	1.00	0.00	0.02
FROM TERRITORIES	: 1	2.00	1.00	0.06
F. TECHNOLOGY INFLOW PROGRAM ENGR'S FRM CANADA	: 20	0.00	9.00	0.18
CONNECTIONS ARRANGED	: 7	0.00	5.00	0.10
G. PARTICIP'TN IN PROG-RELATED EVENTS IN CANADA	: 1	3.00	0.00	0.06
H. SERVICE REQUESTS FM GOV'T SOURCES-DEA REPTS	: 5	2.00	0.00	0.04
FROM OTHER GOV'T SOURCES- CONTACTS	: 23	2.00	1.00	0.06
- REPORTS	: 0	0.00	0.00	0.00
I. ADMINISTRATION:				
PROGRAM MANAGEMENT & ADMIN.		25.00	1.00	0.52
LEAVE, PROFESSIONAL DEVELOP		20.00	14.00	0.68
J. SERVICE TO OTHER MISSION PROGRAMS		1.00	1.00	0.04
***** TOTALS *****		100.00	100.00	4.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 99
FROM TERRIT : 303

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 1

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 2
- LOCALLY-ENGAGED : 2