

04/03/94

Foreign Affairs and International Trade

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 2 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 :	3297	16.35	24.78	7.00
FROM TERRITORIES :	3341	10.07	20.26	5.26
B.VISITS TO CLIENTS IN TERRITORY :	1188	11.00	16.42	4.66
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS FAIRS :	6	1.21	2.63	0.67
MISSIONS :	16	14.35	7.15	3.37
CONFERENCE SEMINARS :	6	0.92	1.05	0.33
OTHER :	6	0.78	0.57	0.22
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	29	4.07	2.84	1.11
POST INITIATED :	60	4.07	3.94	1.32
E.COMMUNICATIONS ACTIVITIES :	13	1.07	0.63	0.27
F.INVESTMENT ENQUIRIES FROM CANADA :	5	0.28	0.00	0.04
FROM TERRITORIES :	28	0.57	1.05	0.28
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	8	0.42	0.36	0.13
CONNECTIONS ARRANGED :	4	0.07	0.47	0.10
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		0.07	1.31	0.26
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	22	0.50	0.47	0.16
HOST GOVERNMENT :	60	2.21	1.47	0.59
OTHER DEPARTMENT :	39	1.85	0.68	0.39
PROVINCES/MUNICIPALITIES :	48	1.85	0.47	0.35
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		5.07	0.84	0.87
LEAVE, PROFESSIONAL DEVELOP :		19.85	9.31	4.55
K.SERVICE TO OTHER MISSION PROGRAMS :		3.28	2.94	1.02
L.TOURISM PROGRAM ACTIVITIES :		0.00	0.26	0.05
***** TOTALS *****		99.91	99.90	33.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA :	29
FROM TERRIT :	61
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA :	516
FROM TERRIT :	612
NUMBER OF PEMD APPLICATIONS COMMENTED ON :	51
NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED :	14
-LOCALLY ENGAGED :	19