

02/06/92

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 3 OF FISCAL YEAR 1991

POST : ANKARA

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES	215	28.00	35.50	1.27
FROM CANADA :				
FROM TERRITORIES :	167	9.50	33.00	0.85
B. VISITS TO CLIENTS IN TERRITORY	40	6.50	8.50	0.30
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	4	10.00	10.00	0.40
MISSIONS :	0	0.00	0.00	0.00
CONFERENCE SEMINARS :	1	1.50	2.50	0.08
OTHER :	3	1.50	0.00	0.03
D. COMMERCIAL* ECONOMIC REPORTS				
HQ REQUESTED :	1	1.50	2.50	0.08
POST INITIATED :	6	4.50	3.00	0.15
E. COMMUNICATIONS ACTIVITIES	2	0.00	1.50	0.03
F. INVESTMENT ENQUIRIES				
FROM CANADA :	4	2.50	2.50	0.10
FROM TERRITORIES :	2	2.00	0.00	0.04
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA	0	0.00	0.00	0.00
CONNECTIONS ARRANGED :	2	3.50	0.00	0.07
H. PARTICIPATION IN PROG-REL EVENTS OUTSIDE POST		0.00	0.00	0.00
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	0	0.00	0.00	0.00
HOST GOVERNMENT :	4	1.00	0.50	0.03
OTHER DEPARTMENT :	3	0.00	0.50	0.01
PROVINCES/MUNICIPALITIES :	2	0.50	0.00	0.01
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.		20.00	0.00	0.40
LEAVE, PROFESSIONAL DEVELOP :		6.00	0.00	0.12
K. SERVICE TO OTHER MISSION PROGRAMS		1.50	0.00	0.03
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 :	2
	FROM TERRIT :	9
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	38
	FROM TERRIT :	54
NUMBER OF PEMD APPLICATIONS COMMENTED ON	:	6
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	2
	-LOCALLY ENGAGED :	2