

TRADE TRACKING SYSTEM

89/01/18

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 2 OF FISCAL YEAR 1988

POST : ALGIERS

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	660	23.00	15.00	0.99
FROM TERRITORIES :	93	3.00	8.00	0.25
B.VISITS TO CLIENTS IN TERRITORY :	66	7.66	9.00	0.41
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS FAIRS :	1	6.66	1.50	0.23
MISSIONS :	2	9.33	27.50	0.83
CONFERENCE SEMINARS :	0	0.00	0.00	0.00
OTHER :	61	1.66	7.50	0.20
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	8	3.66	2.50	0.16
POST INITIATED :	4	4.33	0.00	0.13
E.COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F.INVESTMENT ENQUIRIES FROM CANADA :	0	0.00	0.00	0.00
FROM TERRITORIES :	0	0.00	0.00	0.00
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	0	0.00	0.00	0.00
CONNECTIONS ARRANGED :	0	0.00	0.00	0.00
H.PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		1.00	0.00	0.03
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	0	0.00	0.00	0.00
HOST GOVERNMENT :	4	2.33	2.50	0.12
OTHER DEPARTMENT :	0	0.00	0.00	0.00
PROVINCES/MUNICIPALITIES :	0	0.00	0.00	0.00
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		10.00	0.00	0.30
LEAVE, PROFESSIONAL DEVELOP :		20.33	25.00	1.11
K.SERVICE TO OTHER MISSION PROGRAMS :		7.00	1.50	0.24
***** TOTALS *****		99.96	100.00	5.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 47
FROM TERRIT : 43

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 9

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 3
- LOCALLY-ENGAGED : 2