

TRADE TRACKING SYSTEM

90/06/20

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 4 OF FISCAL YEAR 1989

POST : ALGIERS

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	381	20.33	32.00	1.25
FROM TERRITORIES :	184	9.00	26.00	0.79
B. VISITS TO CLIENTS IN TERRITORY :	104	11.66	24.50	0.84
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	2	3.00	2.50	0.14
MISSIONS :	10	11.33	6.00	0.46
CONFERENCE SEMINARS :	4	4.33	3.50	0.20
OTHER :	0	0.00	0.00	0.00
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	5	3.00	0.00	0.09
POST INITIATED :	4	3.33	0.00	0.10
E. COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F. INVESTMENT ENQUIRIES				
FROM CANADA :	1	1.00	0.00	0.03
FROM TERRITORIES :	1	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 :		13.33	5.50	0.51
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	4	3.66	0.00	0.11
HOST GOVERNMENT :	4	1.66	0.00	0.05
OTHER DEPARTMENT :	8	2.00	0.00	0.06
PROVINCES/MUNICIPALITIES :	1	0.00	0.00	0.00
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		5.66	0.00	0.17
LEAVE, PROFESSIONAL DEVELOP :		6.66	0.00	0.20
K. SERVICE TO OTHER MISSION PROGRAMS :		0.00	0.00	0.00
***** TOTALS *****		99.95	100.00	5.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 59
FROM TERRIT : 71

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 2

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