

20/10/93

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 1 OF FISCAL YEAR 1993

POST : ALGIERS

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	389	22.50	25.00	0.95
FROM TERRITORIES :	246	15.00	22.50	0.75
B.VISITS TO CLIENTS IN TERRITORY :	79	15.00	22.50	0.75
C.EXPORT/TRADE/POLICY FAIRS :	0	0.00	0.00	0.00
PROJECTS AND EVENTS MISSIONS :	2	5.00	5.00	0.20
CONFERENCE SEMINARS :	1	5.00	0.00	0.10
OTHER :	0	0.00	0.00	0.00
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	5	5.00	0.00	0.10
POST INITIATED :	6	5.00	0.00	0.10
E.COMMUNICATIONS ACTIVITIES :	2	2.50	0.00	0.05
F.INVESTMENT ENQUIRIES FROM CANADA :	4	4.00	0.00	0.08
FROM TERRITORIES :	1	1.00	0.00	0.02
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.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		0.00	0.00	0.00
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	4	2.50	0.00	0.05
HOST GOVERNMENT :	17	2.50	2.50	0.10
OTHER DEPARTMENT :	16	5.00	0.00	0.10
PROVINCES/MUNICIPALITIES :	5	2.50	2.50	0.10
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		5.00	20.00	0.50
LEAVE, PROFESSIONAL DEVELOP :		0.00	0.00	0.00
K.SERVICE TO OTHER MISSION PROGRAMS :		2.50	0.00	0.05
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 : 40
FROM TERRIT : 37
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA : 217
FROM TERRIT : 83

NUMBER OF PEMD APPLICATIONS COMMENTED ON : 6

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