

TRADE TRACKING SYSTEM

89/01/18

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 2 OF FISCAL YEAR 1988

POST : TUNIS

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES	271	21.00	25.00	0.46
FROM TERRITORIES	102	11.00	12.00	0.23
B.VISITS TO CLIENTS IN TERRITORY	73	8.00	10.00	0.18
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS	4	5.00	8.00	0.13
MISSIONS	5	10.00	7.00	0.17
CONFERENCE SEMINARS	2	1.00	0.00	0.01
OTHER	5	1.00	5.00	0.06
D.COMMERCIAL* ECONOMIC REPORTS				
HQ REQUESTED	4	3.00	3.00	0.06
POST INITIATED	8	3.00	3.00	0.06
E.COMMUNICATIONS ACTIVITIES	2	1.00	0.00	0.01
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		0.00	0.00	0.00
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO	5	2.00	2.00	0.04
HOST GOVERNMENT	4	2.00	2.00	0.04
OTHER DEPARTMENT	9	4.00	5.00	0.09
PROVINCES/MUNICIPALITIES	6	2.00	4.00	0.06
J.ADMINISTRATION:				
PROGRAM MANAGEMENT & ADMIN.		5.00	0.00	0.05
LEAVE, PROFESSIONAL DEVELOP		16.00	14.00	0.30
K.SERVICE TO OTHER MISSION PROGRAMS		5.00	0.00	0.05
***** TOTALS *****		100.00	100.00	2.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 187
FROM TERRIT : 87

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 10

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 1
- LOCALLY-ENGAGED : 1