

TRADE TRACKING SYSTEM

90/06/20

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 4 OF FISCAL YEAR 1989

POST : TUNIS

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	125	25.00	35.00	0.60
FROM TERRITORIES :	90	15.00	20.00	0.35
B.VISITS TO CLIENTS IN TERRITORY :	70	15.00	13.00	0.28
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	0	0.00	0.00	0.00
MISSIONS :	2	3.00	3.00	0.06
CONFERENCE SEMINARS :	1	1.00	0.00	0.01
OTHER :	0	0.00	0.00	0.00
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	5	2.00	1.00	0.03
POST INITIATED :	8	4.00	2.00	0.06
E.COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F.INVESTMENT ENQUIRIES				
FROM CANADA :	2	1.00	0.00	0.01
FROM TERRITORIES :	4	1.00	0.00	0.01
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	2	1.00	0.00	0.01
CONNECTIONS ARRANGED :	9	3.00	0.00	0.03
H.PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		0.00	8.00	0.08
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	7	1.00	2.00	0.03
HOST GOVERNMENT :	16	4.00	3.00	0.07
OTHER DEPARTMENT :	20	5.00	2.00	0.07
PROVINCES/MUNICIPALITIES :	9	0.00	2.00	0.02
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		4.00	3.00	0.07
LEAVE, PROFESSIONAL DEVELOP :		9.00	3.00	0.12
K.SERVICE TO OTHER MISSION PROGRAMS :		6.00	3.00	0.09
***** TOTALS *****		100.00	100.00	2.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 45
FROM TERRIT : 90

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 5

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