

TRADE TRACKING SYSTEM

91/01/09

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 2 OF FISCAL YEAR 1990

POST : TUNIS

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES :				
FROM CANADA :	120	20.00	25.00	0.45
FROM TERRITORIES :	70	18.00	20.00	0.38
B. VISITS TO CLIENTS IN TERRITORY :	53	10.00	10.00	0.20
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS :				
FAIRS :	2	0.00	2.00	0.02
MISSIONS :	3	0.00	3.00	0.03
CONFERENCE SEMINARS :	0	0.00	0.00	0.00
OTHER :	6	2.00	1.00	0.03
D. COMMERCIAL* ECONOMIC REPORTS :				
HQ REQUESTED :	7	2.00	2.00	0.04
POST INITIATED :	6	2.00	1.00	0.03
E. COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F. INVESTMENT ENQUIRIES :				
FROM CANADA :	3	1.00	0.00	0.01
FROM TERRITORIES :	2	1.00	0.00	0.01
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'T'N IN PROG-REL EVENTS OUTSIDE POST :		5.00	0.00	0.05
I. SERVICE REQUESTS FM GOV'T SOURCES :				
NGO :	10	3.00	2.00	0.05
HOST GOVERNMENT :	16	2.00	4.00	0.06
OTHER DEPARTMENT :	14	3.00	3.00	0.06
PROVINCES/MUNICIPALITIES :	13	1.00	3.00	0.04
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN. :		4.00	0.00	0.04
LEAVE, PROFESSIONAL DEVELOP :		24.00	22.00	0.46
K. SERVICE TO OTHER MISSION PROGRAMS :		2.00	2.00	0.04
L. TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		100.00	100.00	2.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 30
FROM TERRIT : 60

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 7

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