

TRADE TRACKING SYSTEM

89/12/12

WORKLOAD AND OFFICER SUMMARY  
ACTIVITY REPORT

89/12/12

FOR QUARTER 1 OF FISCAL YEAR 1989

POST : ALGIERS

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	822	29.00	37.00	1.24
FROM TERRITORIES :	223	7.00	7.00	0.28
B.VISITS TO CLIENTS IN TERRITORY :	59	9.00	15.00	0.42
C.EXPORT/TRADE/POLICY FAIRS :	2	14.33	3.00	0.46
PROJECTS AND EVENTS MISSIONS :	10	4.00	0.00	0.12
CONFERENCE SEMINARS :	0	0.00	0.00	0.00
OTHER :	84	2.00	15.00	0.21
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	4	4.33	0.00	0.13
POST INITIATED :	9	5.33	0.00	0.16
E.COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
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.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		1.00	0.00	0.03
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	0	0.00	0.00	0.00
HOST GOVERNMENT :	0	0.00	0.00	0.00
OTHER DEPARTMENT :	3	1.66	0.00	0.05
PROVINCES/MUNICIPALITIES :	3	0.66	0.00	0.02
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		6.00	0.00	0.18
LEAVE, PROFESSIONAL DEVELOP :		13.00	23.00	0.62
K.SERVICE TO OTHER MISSION PROGRAMS :		2.66	0.00	0.08
***** TOTALS *****		99.97	100.00	4.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 80  
FROM TERRIT : 184

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 2

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 3  
- LOCALLY-ENGAGED : 1