

TRADE TRACKING SYSTEM

88/11/09

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 1 OF FISCAL YEAR 1988

POST : TUNIS

| | NUMBER | % OFFICER-TIME CANADA | LOC-ENG | TOTAL-TIME PERSON-QTR |
|---|--------|--------------------------|---------|--------------------------|
| A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA : | 313 | 22.00 | 30.00 | 0.52 |
| FROM TERRITORIES : | 105 | 10.00 | 19.00 | 0.29 |
| B.VISITS TO CLIENTS IN TERRITORY : | 120 | 10.00 | 10.00 | 0.20 |
| C.EXPORT/TRADE/POLICY FAIRS : | 6 | 3.00 | 5.00 | 0.08 |
| PROJECTS AND EVENTS MISSIONS : | 7 | 6.00 | 8.00 | 0.14 |
| CONFERENCE SEMINARS : | 0 | 0.00 | 0.00 | 0.00 |
| OTHER : | 12 | 3.00 | 3.00 | 0.06 |
| D.COMMERCIAL / ECONOMIC REPORTS HQ REQUESTED : | 7 | 3.00 | 4.00 | 0.07 |
| POST INITIATED : | 12 | 6.00 | 2.00 | 0.08 |
| E.COMMUNICATIONS ACTIVITIES : | 1 | 0.00 | 1.00 | 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.PARTICIPATION IN PROG-REL EVENTS OUTSIDE POST : | | 5.00 | 0.00 | 0.05 |
| I.SERVICE REQUESTS FM GOV'T SOURCES NGO : | 6 | 1.00 | 2.00 | 0.03 |
| HOST GOVERNMENT : | 8 | 1.00 | 2.00 | 0.03 |
| OTHER DEPARTMENT : | 4 | 2.00 | 2.00 | 0.04 |
| PROVINCES/MUNICIPALITIES : | 6 | 3.00 | 4.00 | 0.07 |
| J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.: | | 5.00 | 0.00 | 0.05 |
| LEAVE, PROFESSIONAL DEVELOP : | | 13.00 | 8.00 | 0.21 |
| K.SERVICE TO OTHER MISSION PROGRAMS : | | 7.00 | 0.00 | 0.07 |
| ***** TOTALS ***** | | 100.00 | 100.00 | 2.00 |

NUMBER OF BUSINESS VISITORS FROM CANADA : 180
FROM TERRIT : 81

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 4

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