

TRADE TRACKING SYSTEM

88/03/16

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 3 OF FISCAL YEAR 1987

POST : SYDNEY

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A. EXPORT ENQUIRIES				
FROM CANADA	: 727	28.00	20.00	1.56
FROM TERRITORIES	: 3200	10.00	34.00	1.90
B. VISITS TO CLIENTS IN TERRITORY	VISITS : 180	6.00	22.00	1.22
C. EXPORT PROMOTION PROJECTS & EVENTS				
FAIRS	: 1	5.00	0.00	0.10
MISSIONS	: 3	12.00	10.00	0.74
OTHER	: 0	0.00	0.00	0.00
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED	: 3	5.00	3.00	0.25
E. INVESTMENT/PROMOTION ENQUIRIES				
FROM CANADA	: 3	1.00	0.00	0.02
FROM TERRITORIES	: 7	4.00	1.00	0.13
F. TECHNOLOGY INFLOW PROGRAM ENGR'S FRM CANADA	: 0	0.00	0.00	0.00
CONNECTIONS ARRANGED	: 0	0.00	0.00	0.00
G. PARTICIP'TN IN PROG-RELATED EVENTS IN CANADA	: 1	12.00	0.00	0.24
H. SERVICE REQUESTS FM GOV'T SOURCES-DEA REPTS	: 0	0.00	0.00	0.00
FROM OTHER GOV'T SOURCES- CONTACTS	: 0	0.00	0.00	0.00
- REPORTS	: 0	0.00	0.00	0.00
I. ADMINISTRATION:				
PROGRAM MANAGEMENT & ADMIN.	: 12.00	2.00	0.34	
LEAVE, PROFESSIONAL DEVELOP	: 5.00	8.00	0.50	
J. SERVICE TO OTHER MISSION PROGRAMS	: 0.00	0.00	0.00	0.00
***** TOTALS *****		100.00	100.00	7.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 79

FROM TERRIT : 501

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 18

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 2
- LOCALLY-ENGAGED : 5