

TRADE TRACKING SYSTEM

90/06/20

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 4 OF FISCAL YEAR 1989

POST : SYDNEY

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	460	20.00	31.66	1.35
FROM TERRITORIES :	539	15.00	26.66	1.10
B.VISITS TO CLIENTS IN TERRITORY :	110	5.00	10.00	0.40
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	4	1.00	4.00	0.14
MISSIONS :	2	2.50	1.66	0.10
CONFERENCE SEMINARS :	0	0.00	0.00	0.00
OTHER :	0	0.00	0.00	0.00
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	0	0.00	0.00	0.00
POST INITIATED :	6	0.00	5.00	0.15
E.COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F.INVESTMENT ENQUIRIES				
FROM CANADA :	0	0.00	0.00	0.00
FROM TERRITORIES :	17	1.50	3.33	0.13
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	71	0.50	0.33	0.02
CONNECTIONS ARRANGED :	5	0.50	0.33	0.02
H.PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		0.00	0.00	0.00
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	0	0.00	0.00	0.00
HOST GOVERNMENT :	5	1.50	1.66	0.08
OTHER DEPARTMENT :	12	5.00	1.00	0.13
PROVINCES/MUNICIPALITIES :	5	2.50	1.00	0.08
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		38.50	10.00	1.07
LEAVE, PROFESSIONAL DEVELOP :		4.00	3.33	0.18
K.SERVICE TO OTHER MISSION PROGRAMS :		2.50	0.00	0.05
***** TOTALS *****		100.00	99.96	5.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 52
FROM TERRIT : 41

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 21

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 2
- LOCALLY-ENGAGED : 3