

TRADE TRACKING SYSTEM

87/12/23

WORKLOAD AND OFFICER SUMMARY  
ACTIVITY REPORT

FOR QUARTER 2 OF FISCAL YEAR 1987

POST : SYDNEY

	NUMBER	% OFFICER-TIME CANADA	TOTAL-TIME LOC-ENG	PERSON-QTR
A. EXPORT ENQUIRIES				
FROM CANADA	836	21.00	20.00	1.22
FROM TERRITORIES	3400	18.00	29.00	1.52
B. VISITS TO CLIENTS IN TERRITORY	211	10.00	18.00	0.92
C. EXPORT PROMOTION PROJECTS & EVENTS				
FAIRS	3	0.00	12.00	0.48
MISSIONS	0	0.00	0.00	0.00
OTHER	5	0.00	3.00	0.12
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED	7	0.00	2.00	0.08
E. INVESTMENT/PROMOTION ENQUIRIES				
FROM CANADA	6	4.00	0.00	0.08
FROM TERRITORIES	17	6.00	2.00	0.20
F. TECHNOLOGY INFLOW PROGRAM ENGR'S FRM CANADA	2	1.00	1.00	0.06
CONNECTIONS ARRANGED	1	1.00	0.00	0.02
G. PARTICIPATION IN PROG-RELATED EVENTS IN CANADA	1	18.00	0.00	0.36
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	3	2.00	2.00	0.12
I. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.		15.00	3.00	0.42
LEAVE, PROFESSIONAL DEVELOP		4.00	8.00	0.40
J. SERVICE TO OTHER MISSION PROGRAMS		0.00	0.00	0.00
***** TOTALS *****		100.00	100.00	6.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 38  
FROM TERRIT : 264

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 31

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 2  
- LOCALLY-ENGAGED : 4