

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 1 OF FISCAL YEAR 1990

90/10/03

POST : NEW YORK, CONSULATE GENERAL

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	607	2.57	14.50	1.63
FROM TERRITORIES :	647	4.85	11.20	1.46
B.VISITS TO CLIENTS IN TERRITORY :	102	11.42	3.70	1.17
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	26	7.85	9.90	1.54
MISSIONS :	6	2.14	2.90	0.44
CONFERENCE SEMINARS :	18	8.85	3.80	1.00
OTHER :	15	5.57	3.20	0.71
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	6	0.71	0.50	0.10
POST INITIATED :	30	4.71	0.90	0.42
E.COMMUNICATIONS ACTIVITIES :	7	1.85	0.00	0.13
F.INVESTMENT ENQUIRIES				
FROM CANADA :	173	2.42	0.00	0.17
FROM TERRITORIES :	86	2.71	4.00	0.59
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	0	0.00	0.00	0.00
CONNECTIONS ARRANGED :	3	0.00	0.10	0.01
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		3.00	1.00	0.31
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	14	1.57	0.00	0.11
HOST GOVERNMENT :	3	0.14	0.00	0.01
OTHER DEPARTMENT :	25	3.14	0.00	0.22
PROVINCES/MUNICIPALITIES :	24	1.28	0.70	0.16
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		9.71	0.00	0.68
LEAVE, PROFESSIONAL DEVELOP :		5.85	3.60	0.77
K.SERVICE TO OTHER MISSION PROGRAMS :		5.28	0.00	0.37
L.TOURISM PROGRAM ACTIVITIES :		14.28	40.00	5.00
***** TOTALS *****		99.90	100.00	17.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 229
FROM TERRIT : 489

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 78

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 7
- LOCALLY-ENGAGED : 10