

TRADE TRACKING SYSTEM

88/03/16

WORKLOAD AND OFFICER SUMMARY  
ACTIVITY REPORT

FOR QUARTER 3 OF FISCAL YEAR 1987

POST : NEW YORK, CONSULATE GENERAL

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A. EXPORT ENQUIRIES				
FROM CANADA	: 1382	9.80	26.50	2.08
FROM TERRITORIES	: 949	4.80	20.16	1.45
B. VISITS TO CLIENTS IN TERRITORY	VISITS : 189	14.40	6.16	1.09
C. EXPORT PROMOTION PROJECTS & EVENTS				
FAIRS	: 10	1.20	10.16	0.67
MISSIONS	: 6	3.00	5.00	0.45
OTHER	: 6	2.40	3.83	0.35
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED	: 19	6.00	2.50	0.45
E. INVESTMENT/PROMOTION ENQUIRIES				
FROM CANADA	: 141	4.80	0.66	0.28
FROM TERRITORIES	: 740	14.00	12.50	1.45
F. TECHNOLOGY INFLOW PROGRAM ENGR'S FRM CANADA	: 0	0.00	0.00	0.00
CONNECTIONS ARRANGED	: 1	0.60	0.00	0.03
G. PARTICIP'TN IN PROG-RELATED EVENTS IN CANADA	: 2	4.60	0.00	0.23
H. SERVICE REQUESTS FM GOV'T SOURCES-DEA REPTS	: 9	1.60	0.83	0.13
FROM OTHER GOV'T SOURCES- CONTACTS	: 134	7.40	0.83	0.42
- REPORTS	: 0	0.00	0.00	0.00
I. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.		15.20	9.50	1.33
LEAVE, PROFESSIONAL DEVELOP		4.60	1.33	0.31
J. SERVICE TO OTHER MISSION PROGRAMS		5.60	0.00	0.28
***** TOTALS *****		100.00	99.96	11.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 210  
FROM TERRIT : 737

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 77

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 5  
- LOCALLY-ENGAGED : 6