

TRADE TRACKING SYSTEM

88/11/09

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 1 OF FISCAL YEAR 1988

POST : NEW YORK, CONSULATE GENERAL

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	1046	10.20	19.83	1.70
FROM TERRITORIES :	654	2.80	17.66	1.20
B.VISITS TO CLIENTS IN TERRITORY :	89	9.60	8.00	0.96
C.EXPORT/TRADE/POLICY FAIRS :	24	6.20	13.16	1.10
PROJECTS AND EVENTS MISSIONS :	6	1.20	12.66	0.82
CONFERENCE SEMINARS :	0	0.00	0.00	0.00
OTHER :	16	2.20	5.33	0.43
D.COMMERCIAL / ECONOMIC REPORTS HQ REQUESTED :	0	0.00	0.00	0.00
POST INITIATED :	26	7.60	1.00	0.44
E.COMMUNICATIONS ACTIVITIES :	0	0.00	0.00	0.00
F.INVESTMENT ENQUIRIES FROM CANADA :	29	2.40	0.00	0.12
FROM TERRITORIES :	667	16.20	11.83	1.52
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	1	0.00	0.00	0.00
CONNECTIONS ARRANGED :	0	0.00	0.00	0.00
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		8.40	2.50	0.57
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	0	0.00	0.00	0.00
HOST GOVERNMENT :	6	1.60	0.00	0.08
OTHER DEPARTMENT :	28	3.60	0.00	0.18
PROVINCES/MUNICIPALITIES :	37	3.00	0.66	0.19
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		16.40	1.00	0.88
LEAVE, PROFESSIONAL DEVELOP :		4.20	6.33	0.59
K.SERVICE TO OTHER MISSION PROGRAMS :		4.40	0.00	0.22
***** TOTALS *****		100.00	99.96	11.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 292
FROM TERRIT : 83

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 0

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