

TRADE TRACKING SYSTEM

90/04/05

WORKLOAD AND OFFICER SUMMARY  
ACTIVITY REPORT

FOR QUARTER 3 OF FISCAL YEAR 1989

POST : NEW YORK, CONSULATE GENERAL

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	719	3.83	23.00	1.61
FROM TERRITORIES :	518	6.00	14.83	1.25
B. VISITS TO CLIENTS IN TERRITORY :	184	19.33	6.00	1.52
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	18	4.83	14.50	1.16
MISSIONS :	6	0.50	5.50	0.36
CONFERENCE SEMINARS :	13	2.16	3.33	0.33
OTHER :	25	3.66	1.83	0.33
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	3	0.83	0.00	0.05
POST INITIATED :	51	7.83	4.33	0.73
E. COMMUNICATIONS ACTIVITIES :	6	2.83	1.16	0.24
F. INVESTMENT ENQUIRIES				
FROM CANADA :	889	3.33	1.33	0.28
FROM TERRITORIES :	128	4.00	4.16	0.49
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	1	0.33	0.00	0.02
CONNECTIONS ARRANGED :	0	0.00	0.00	0.00
H. PARTICIP'T'N IN PROG-REL EVENTS OUTSIDE POST :		3.16	6.16	0.56
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	1	0.00	0.00	0.00
HOST GOVERNMENT :	0	0.00	0.00	0.00
OTHER DEPARTMENT :	36	7.83	2.16	0.60
PROVINCES/MUNICIPALITIES :	12	3.33	2.50	0.35
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		16.33	0.83	1.03
LEAVE, PROFESSIONAL DEVELOP :		4.00	8.33	0.74
K. SERVICE TO OTHER MISSION PROGRAMS :		5.83	0.00	0.35
***** TOTALS *****		99.94	99.95	12.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 341  
FROM TERRIT : 1160

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 84

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