

02/12/92

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 2 OF FISCAL YEAR 1992

POST : NEW YORK, CONSULATE GENERAL

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTI
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	609	3.60	20.85	1.64
FROM TERRITORIES :	847	5.40	20.00	1.67
B.VISITS TO CLIENTS IN TERRITORY :	122	9.00	6.28	0.89
C.EXPORT/TRADE/POLICY FAIRS :	14	0.40	20.14	1.43
PROJECTS AND EVENTS MISSIONS :	3	5.00	0.42	0.28
CONFERENCE SEMINARS :	10	4.00	0.85	0.26
OTHER :	30	5.40	2.14	0.42
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	9	3.00	0.71	0.20
POST INITIATED :	6	2.20	0.85	0.17
E.COMMUNICATIONS ACTIVITIES :	24	4.20	0.00	0.21
F.INVESTMENT ENQUIRIES FROM CANADA :	4	0.60	1.42	0.13
FROM TERRITORIES :	84	1.00	7.14	0.55
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	2	0.20	0.00	0.01
CONNECTIONS ARRANGED :	5	0.00	0.14	0.01
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		0.00	0.71	0.05
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	40	2.00	0.00	0.10
HOST GOVERNMENT :	0	0.00	0.00	0.00
OTHER DEPARTMENT :	34	2.60	1.00	0.20
PROVINCES/MUNICIPALITIES :	22	2.40	2.28	0.28
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		29.00	0.71	1.50
LEAVE, PROFESSIONAL DEVELOP :		15.80	14.28	1.79
K.SERVICE TO OTHER MISSION PROGRAMS :		4.20	0.00	0.21
L.TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		100.00	99.92	12.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA :	34
FROM TERRIT :	57
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA :	128
FROM TERRIT :	637
NUMBER OF PEMD APPLICATIONS COMMENTED ON :	57
NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED :	5
-LOCALLY ENGAGED :	7