

TRADE TRACKING SYSTEM

90/06/20

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 4 OF FISCAL YEAR 1989

POST : NEW YORK, CONSULATE GENERAL

	NUMBER	% OFFICER-TIME CANADA	TOTAL-TIME LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	771	3.66	24.16	1.67
FROM TERRITORIES :	649	5.83	14.50	1.22
B.VISITS TO CLIENTS IN TERRITORY :	185	18.33	9.33	1.66
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	17	1.16	18.33	1.17
MISSIONS :	13	1.50	9.50	0.66
CONFERENCE SEMINARS :	27	9.50	6.00	0.93
OTHER :	15	5.00	3.33	0.50
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	14	4.00	0.83	0.29
POST INITIATED :	46	7.83	0.16	0.48
E.COMMUNICATIONS ACTIVITIES :	4	1.83	0.00	0.11
F.INVESTMENT ENQUIRIES				
FROM CANADA :	82	3.16	0.00	0.19
FROM TERRITORIES :	407	3.50	7.00	0.63
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	1	0.16	0.00	0.01
CONNECTIONS ARRANGED :	3	0.00	0.16	0.01
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		2.83	0.00	0.17
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	14	1.00	0.00	0.06
HOST GOVERNMENT :	0	0.00	0.00	0.00
OTHER DEPARTMENT :	18	2.83	0.00	0.17
PROVINCES/MUNICIPALITIES :	0	3.33	1.16	0.27
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		14.83	0.00	0.89
LEAVE, PROFESSIONAL DEVELOP :		6.33	5.50	0.71
K.SERVICE TO OTHER MISSION PROGRAMS :		3.33	0.00	0.20
***** TOTALS *****		99.94	99.96	12.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 370
FROM TERRIT : 527

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 94

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