

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 2 OF FISCAL YEAR 1989

90/01/22

POST : NEW YORK, CONSULATE GENERAL

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A. EXPORT/TRADE/POLICY ENQUIRIES				
FROM CANADA :	625	1.50	20.66	1.33
FROM TERRITORIES :	469	1.33	16.16	1.05
B. VISITS TO CLIENTS IN TERRITORY	139	10.16	13.00	1.39
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	20	6.00	15.00	1.26
MISSIONS :	3	0.00	3.16	0.19
CONFERENCE SEMINARS :	11	5.33	1.66	0.42
OTHER :	5	1.50	2.50	0.24
D. COMMERCIAL* ECONOMIC REPORTS				
HQ REQUESTED :	3	0.83	0.00	0.05
POST INITIATED :	24	4.50	3.50	0.48
E. COMMUNICATIONS ACTIVITIES	5	1.83	0.83	0.16
F. INVESTMENT ENQUIRIES				
FROM CANADA :	252	3.66	1.83	0.33
FROM TERRITORIES :	323	3.50	4.33	0.47
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA	0	0.00	0.00	0.00
CONNECTIONS ARRANGED :	1	0.00	0.00	0.00
H. PARTICIP'T'N IN PROG-REL EVENTS OUTSIDE POST		2.16	0.00	0.13
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	22	2.16	0.00	0.13
HOST GOVERNMENT :	11	0.00	0.33	0.02
OTHER DEPARTMENT :	29	3.16	2.83	0.36
PROVINCES/MUNICIPALITIES :	18	2.50	4.00	0.39
J. ADMINISTRATION:				
PROGRAM MANAGEMENT & ADMIN. :		30.16	0.83	1.86
LEAVE, PROFESSIONAL DEVELOP :		16.66	9.33	1.56
K. SERVICE TO OTHER MISSION PROGRAMS		3.00	0.00	0.18
***** TOTALS *****		99.94	99.95	12.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 0
FROM TERRIT : 0

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 0

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