

23/07/91

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 4 OF FISCAL YEAR 1990

POST : NEW YORK, CONSULATE GENERAL

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	607	2.80	21.14	1.62
FROM TERRITORIES :	781	5.60	24.71	2.01
B. VISITS TO CLIENTS IN TERRITORY :	136	13.40	10.28	1.39
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	14	8.00	16.42	1.55
MISSIONS :	3	0.00	3.57	0.25
CONFERENCE SEMINARS :	31	15.20	10.71	1.51
OTHER :	33	5.60	2.42	0.45
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	7	2.60	0.42	0.16
POST INITIATED :	16	4.00	1.00	0.27
E. COMMUNICATIONS ACTIVITIES :	8	2.60	0.00	0.13
F. INVESTMENT ENQUIRIES				
FROM CANADA :	9	2.00	0.71	0.15
FROM TERRITORIES :	93	3.60	3.57	0.43
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	0	0.00	0.00	0.00
CONNECTIONS ARRANGED :	10	0.00	0.28	0.02
H. PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		4.20	0.71	0.26
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	17	1.40	0.00	0.07
HOST GOVERNMENT :	5	0.20	0.00	0.01
OTHER DEPARTMENT :	32	3.00	0.28	0.17
PROVINCES/MUNICIPALITIES :	26	2.80	0.14	0.15
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		14.20	1.42	0.81
LEAVE, PROFESSIONAL DEVELOP :		5.80	2.14	0.44
K. SERVICE TO OTHER MISSION PROGRAMS :		3.00	0.00	0.15
L. TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		100.00	99.92	12.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 245
FROM TERRIT : 426

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 83

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 5
- LOCALLY-ENGAGED : 7