

27/07/93

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 4 OF FISCAL YEAR 1992

POST : NEW YORK, CONSULATE GENERAL

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	413	4.20	28.14	2.18
FROM TERRITORIES :	508	3.40	17.85	1.42
B.VISITS TO CLIENTS IN TERRITORY :	120	13.20	5.42	1.04
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	14	2.60	14.00	1.11
MISSIONS :	1	0.40	1.42	0.12
CONFERENCE SEMINARS :	9	10.00	11.00	1.27
OTHER :	25	6.20	3.57	0.56
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	2	1.00	0.00	0.05
POST INITIATED :	29	6.20	3.28	0.54
E.COMMUNICATIONS ACTIVITIES :	9	7.00	0.00	0.35
F.INVESTMENT ENQUIRIES				
FROM CANADA :	12	2.40	0.14	0.13
FROM TERRITORIES :	145	2.40	8.57	0.72
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	5	1.00	0.00	0.05
CONNECTIONS ARRANGED :	8	0.80	0.14	0.05
H.PARTICIP'T'N IN PROG-REL EVENTS OUTSIDE POST :		6.20	0.00	0.31
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	53	5.00	0.00	0.25
HOST GOVERNMENT :	2	0.40	0.00	0.02
OTHER DEPARTMENT :	40	4.20	0.42	0.24
PROVINCES/MUNICIPALITIES :	16	2.60	0.14	0.14
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		17.20	1.42	0.96
LEAVE, PROFESSIONAL DEVELOP :		3.60	4.42	0.49
K.SERVICE TO OTHER MISSION PROGRAMS :		0.00	0.00	0.00
L.TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		100.00	99.93	12.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA :	41
	FROM TERRIT :	73
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	308
	FROM TERRIT :	335

NUMBER OF PEMD APPLICATIONS COMMENTED ON	:	57
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NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	5
	-LOCALLY ENGAGED :	7