

TRADE TRACKING SYSTEM

89/10/05

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 4 OF FISCAL YEAR 1988

POST : NEW YORK, CONSULATE GENERAL

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	1808	10.60	19.66	2.30
FROM TERRITORIES :	1938	10.80	17.11	2.08
B.VISITS TO CLIENTS IN TERRITORY :	209	10.20	7.55	1.19
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS FAIRS :	20	2.40	10.33	1.05
MISSIONS :	10	2.20	5.11	0.57
CONFERENCE SEMINARS :	7	1.20	0.33	0.09
OTHER :	97	3.60	12.55	1.31
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	39	4.40	2.55	0.45
POST INITIATED :	61	10.20	1.33	0.63
E.COMMUNICATIONS ACTIVITIES :	52	9.20	0.66	0.52
F.INVESTMENT ENQUIRIES FROM CANADA :	17	1.00	0.55	0.10
FROM TERRITORIES :	330	2.00	4.44	0.50
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	3	0.20	0.00	0.01
CONNECTIONS ARRANGED :	1	0.00	0.00	0.00
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		2.00	0.11	0.11
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	3	0.00	0.55	0.05
HOST GOVERNMENT :	14	0.00	0.22	0.02
OTHER DEPARTMENT :	84	3.00	2.88	0.41
PROVINCES/MUNICIPALITIES :	398	2.00	7.44	0.77
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		17.00	5.66	1.36
LEAVE, PROFESSIONAL DEVELOP :		2.80	0.66	0.20
K.SERVICE TO OTHER MISSION PROGRAMS :		5.20	0.22	0.28
***** TOTALS *****		100.00	99.91	14.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 475
FROM TERRIT : 1003

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 113

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 5
- LOCALLY-ENGAGED : 9