

07/06/94

## Foreign Affairs and International Trade

TSRPT02E

## TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT  
FOR QUARTER 3 OF FISCAL YEAR 1993

POST : NEW YORK, CONSULATE GENERAL

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	377	3.60	26.00	2.00
FROM TERRITORIES :	310	2.60	18.28	1.41
B. VISITS TO CLIENTS IN TERRITORY :	122	12.40	6.71	1.09
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	14	2.00	9.57	0.77
MISSIONS :	4	0.00	3.00	0.21
CONFERENCE SEMINARS :	25	11.00	7.42	1.07
OTHER :	12	2.00	3.14	0.32
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	9	3.40	2.71	0.36
POST INITIATED :	32	11.80	7.57	1.12
E. COMMUNICATIONS ACTIVITIES :	24	6.00	1.00	0.37
F. INVESTMENT ENQUIRIES				
FROM CANADA :	118	1.60	4.00	0.36
FROM TERRITORIES :	4	0.40	0.00	0.02
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	13	1.40	0.00	0.07
CONNECTIONS ARRANGED :	6	1.20	0.00	0.06
H. PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		1.00	0.00	0.05
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	10	0.00	1.42	0.10
HOST GOVERNMENT :	41	2.80	0.71	0.19
OTHER DEPARTMENT :	37	3.20	0.71	0.21
PROVINCES/MUNICIPALITIES :	27	2.20	2.85	0.31
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN. :		26.80	0.85	1.40
LEAVE, PROFESSIONAL DEVELOP :		3.80	4.00	0.47
K. SERVICE TO OTHER MISSION PROGRAMS :		0.80	0.00	0.04
L. TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		100.00	99.94	12.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA :	42
	FROM TERRIT :	40
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	268
	FROM TERRIT :	762
NUMBER OF PEMD APPLICATIONS COMMENTED ON :		50
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	5
	-LOCALLY ENGAGED :	7