

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 3 OF FISCAL YEAR 1992

POST : NEW YORK, CONSULATE GENERAL

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	432	5.80	24.14	1.98
FROM TERRITORIES :	523	4.00	20.14	1.61
B.VISITS TO CLIENTS IN TERRITORY :	204	14.60	11.57	1.54
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	14	2.40	15.00	1.17
MISSIONS :	8	1.20	2.14	0.21
CONFERENCE SEMINARS :	23	7.20	3.14	0.58
OTHER :	22	3.40	1.14	0.25
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	3	0.20	0.28	0.03
POST INITIATED :	17	5.60	0.00	0.28
E.COMMUNICATIONS ACTIVITIES :	23	8.20	0.14	0.42
F.INVESTMENT ENQUIRIES				
FROM CANADA :	17	2.20	1.14	0.19
FROM TERRITORIES :	115	1.80	4.85	0.43
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	6	1.00	0.00	0.05
CONNECTIONS ARRANGED :	4	0.00	0.14	0.01
H.PARTICIPATION IN PROG-REL EVENTS OUTSIDE POST :		2.60	1.85	0.26
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	37	2.40	0.00	0.12
HOST GOVERNMENT :	0	0.00	0.00	0.00
OTHER DEPARTMENT :	52	2.80	0.71	0.19
PROVINCES/MUNICIPALITIES :	23	2.40	0.85	0.18
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		20.20	10.42	1.74
LEAVE, PROFESSIONAL DEVELOP :		10.20	2.28	0.67
K.SERVICE TO OTHER MISSION PROGRAMS :		1.80	0.00	0.09
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 :	92
	FROM TERRIT :	45
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	273
	FROM TERRIT :	288
NUMBER OF PEMD APPLICATIONS COMMENTED ON :		35
NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	5
	-LOCALLY ENGAGED :	7