

TRADE TRACKING SYSTEM

89/12/12

WORKLOAD AND OFFICER SUMMARY  
ACTIVITY REPORT

FOR QUARTER 1 OF FISCAL YEAR 1989

POST : NEW YORK, CONSULATE GENERAL

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	974	5.00	24.16	1.70
FROM TERRITORIES :	741	3.60	19.66	1.36
B.VISITS TO CLIENTS IN TERRITORY :	128	12.60	8.83	1.16
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	20	0.60	12.50	0.78
MISSIONS :	10	5.00	4.16	0.50
CONFERENCE SEMINARS :	8	13.00	5.16	0.96
OTHER :	4	1.40	1.16	0.14
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	3	1.00	0.00	0.05
POST INITIATED :	33	9.00	3.50	0.66
E.COMMUNICATIONS ACTIVITIES :	9	3.80	0.00	0.19
F.INVESTMENT ENQUIRIES				
FROM CANADA :	187	2.20	0.83	0.16
FROM TERRITORIES :	312	3.80	3.33	0.39
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	0	0.00	0.00	0.00
CONNECTIONS ARRANGED :	0	0.40	0.00	0.02
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		4.00	0.00	0.20
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	2	2.40	0.00	0.12
HOST GOVERNMENT :	1	0.00	0.00	0.00
OTHER DEPARTMENT :	16	0.20	1.66	0.11
PROVINCES/MUNICIPALITIES :	13	2.20	3.83	0.34
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		15.60	0.83	0.83
LEAVE, PROFESSIONAL DEVELOP :		6.20	10.33	0.93
K.SERVICE TO OTHER MISSION PROGRAMS :		8.00	0.00	0.40
***** TOTALS *****		100.00	99.94	11.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 446  
FROM TERRIT : 585

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 77

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 5  
- LOCALLY-ENGAGED : 6