

# TRADE TRACKING SYSTEM

88/03/16

## WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT

FOR QUARTER 3 OF FISCAL YEAR 1987

POST : NEW YORK, CONSULATE GENERAL

		NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A. EXPORT ENQUIRIES	FROM CANADA	1382	9.80	26.50	2.08
	FROM TERRITORIES	949	4.80	20.16	1.45
B. VISITS TO CLIENTS IN TERRITORY	VISITS	189	14.40	6.16	1.09
C. EXPORT PROMOTION PROJECTS & EVENTS	FAIRS	10	1.20	10.16	0.67
	MISSIONS	6	3.00	5.00	0.45
	OTHER	6	2.40	3.83	0.35
D. COMMERCIAL / ECONOMIC REPORTS COMPLETED		19	6.00	2.50	0.45
E. INVESTMENT/PROMOTION ENQUIRIES	FROM CANADA	141	4.80	0.66	0.28
	FROM TERRITORIES	740	14.00	12.50	1.45
F. TECHNOLOGY INFLOW PROGRAM ENGR'S FRM CANADA		0	0.00	0.00	0.00
	CONNECTIONS ARRANGED	1	0.60	0.00	0.03
G. PARTICIP'TN IN PROG-RELATED EVENTS IN CANADA		2	4.60	0.00	0.23
H. SERVICE REQUESTS FM GOV'T SOURCES-DEA REPTS		9	1.60	0.83	0.13
	FROM OTHER GOV'T SOURCES- CONTACTS	134	7.40	0.83	0.42
	- REPORTS	0	0.00	0.00	0.00
I. ADMINISTRATION:	PROGRAM MANAGEMENT & ADMIN.		15.20	9.50	1.33
	LEAVE, PROFESSIONAL DEVELOP		4.60	1.33	0.31
J. SERVICE TO OTHER MISSION PROGRAMS			5.60	0.00	0.28
***** TOTALS *****			100.00	99.96	11.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 210  
FROM TERRIT : 737

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 77

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