

20/10/93

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 1 OF FISCAL YEAR 1993

POST : SEOUL

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	660	8.50	45.25	2.15
FROM TERRITORIES :	631	10.25	22.00	1.29
B.VISITS TO CLIENTS IN TERRITORY :	110	6.50	2.50	0.36
C.EXPORT/TRADE/POLICY FAIRS :	12	0.50	4.25	0.19
PROJECTS AND EVENTS MISSIONS :	10	7.00	2.50	0.38
CONFERENCE SEMINARS :	1	0.75	0.00	0.03
OTHER :	3	3.00	1.25	0.17
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	13	3.25	2.75	0.24
POST INITIATED :	20	6.50	4.25	0.43
E.COMMUNICATIONS ACTIVITIES :	19	2.25	0.25	0.10
F.INVESTMENT ENQUIRIES FROM CANADA :	18	2.75	0.75	0.14
FROM TERRITORIES :	28	2.25	1.50	0.15
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	6	0.00	0.75	0.03
CONNECTIONS ARRANGED :	1	0.00	0.50	0.02
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		1.25	0.00	0.05
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	11	1.00	0.25	0.05
HOST GOVERNMENT :	34	1.25	1.50	0.11
OTHER DEPARTMENT :	91	26.25	2.50	1.15
PROVINCES/MUNICIPALITIES :	41	5.25	1.00	0.25
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		4.50	2.75	0.29
LEAVE, PROFESSIONAL DEVELOP :		3.25	2.75	0.24
K.SERVICE TO OTHER MISSION PROGRAMS :		0.00	0.75	0.03
L.TOURISM PROGRAM ACTIVITIES :		3.75	0.00	0.15
***** TOTALS *****		100.00	100.00	8.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA : 32

FROM TERRIT : 102

NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA : 146

FROM TERRIT : 316

NUMBER OF PEMD APPLICATIONS COMMENTED ON : 8

NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED : 4

-LOCALLY ENGAGED : 4