

18/02/92

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 1 OF FISCAL YEAR 1991

POST : SEOUL

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	717	21.75	34.75	2.26
FROM TERRITORIES :	838	15.25	34.00	1.97
B. VISITS TO CLIENTS IN TERRITORY :	116	12.00	4.00	0.64
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	2	2.50	0.50	0.12
MISSIONS :	13	4.50	2.00	0.26
CONFERENCE SEMINARS :	6	2.75	2.00	0.19
OTHER :	1	0.00	0.00	0.00
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	7	2.75	3.00	0.23
POST INITIATED :	29	8.00	1.50	0.38
E. COMMUNICATIONS ACTIVITIES :	42	6.25	0.75	0.28
F. INVESTMENT ENQUIRIES				
FROM CANADA :	33	2.00	1.25	0.13
FROM TERRITORIES :	30	2.50	1.75	0.17
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	10	0.00	0.50	0.02
CONNECTIONS ARRANGED :	1	0.00	0.00	0.00
H. PARTICIP'T'N IN PROG-REL EVENTS OUTSIDE POST :		2.25	0.00	0.09
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	46	0.25	3.25	0.14
HOST GOVERNMENT :	28	1.75	1.25	0.12
OTHER DEPARTMENT :	38	4.00	1.25	0.21
PROVINCES/MUNICIPALITIES :	39	2.25	1.75	0.16
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		3.00	3.50	0.26
LEAVE, PROFESSIONAL DEVELOP :		5.00	2.25	0.29
K. SERVICE TO OTHER MISSION PROGRAMS :		1.25	0.75	0.08
L. TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		100.00	100.00	8.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR)	FROM CANADA :	19
	FROM TERRIT :	68
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR)	FROM CANADA :	153
	FROM TERRIT :	382

NUMBER OF PEMD APPLICATIONS COMMENTED ON	:	29
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NUMBER OF OCCUPIED OFFICER POSITIONS	-CANADA BASED :	4
	-LOCALLY ENGAGED :	4