

23/07/91

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 4 OF FISCAL YEAR 1990

POST : SEOUL

	NUMBER	% OFFICER-TIME CANADA	LOC-ENG	TOTAL-TIME PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	437	16.50	30.25	1.87
FROM TERRITORIES :	637	15.00	31.25	1.85
B.VISITS TO CLIENTS IN TERRITORY :	94	14.75	4.50	0.77
C.EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	3	2.50	0.75	0.13
MISSIONS :	17	5.25	6.75	0.48
CONFERENCE SEMINARS :	6	1.25	1.50	0.11
OTHER :	1	0.00	0.25	0.01
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	3	0.50	0.25	0.03
POST INITIATED :	21	7.00	1.25	0.33
E.COMMUNICATIONS ACTIVITIES :	40	4.50	1.25	0.23
F.INVESTMENT ENQUIRIES				
FROM CANADA :	10	1.25	1.25	0.10
FROM TERRITORIES :	15	0.75	1.50	0.09
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	9	0.50	0.75	0.05
CONNECTIONS ARRANGED :	10	0.00	1.25	0.05
H.PARTICPT'N IN PROG-REL EVENTS OUTSIDE POST :		5.00	0.00	0.20
I.SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	50	0.00	3.25	0.13
HOST GOVERNMENT :	39	0.50	2.75	0.13
OTHER DEPARTMENT :	31	2.50	1.75	0.17
PROVINCES/MUNICIPALITIES :	54	5.75	3.00	0.35
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		2.50	2.75	0.21
LEAVE, PROFESSIONAL DEVELOP :		2.75	3.25	0.24
K.SERVICE TO OTHER MISSION PROGRAMS :		1.25	0.50	0.07
L.TOURISM PROGRAM ACTIVITIES :		10.00	0.00	0.40
***** TOTALS *****		100.00	100.00	8.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 270
FROM TERRIT : 356

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 22

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 4
- LOCALLY-ENGAGED : 4