

17/11/94

Foreign Affairs and International Trade

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 1 OF FISCAL YEAR 1994

POST : SEOUL

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A. EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	804	14.40	33.25	2.05
FROM TERRITORIES :	551	4.80	24.25	1.21
B. VISITS TO CLIENTS IN TERRITORY :	76	4.60	2.00	0.31
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS				
FAIRS :	3	3.00	1.25	0.20
MISSIONS :	16	20.80	19.25	1.81
CONFERENCE SEMINARS :	2	0.00	1.50	0.06
OTHER :	3	0.40	0.25	0.03
D. COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	17	1.40	1.50	0.13
POST INITIATED :	32	7.00	2.00	0.43
E. COMMUNICATIONS ACTIVITIES :	8	0.80	0.50	0.06
F. INVESTMENT ENQUIRIES				
FROM CANADA :	17	0.20	1.00	0.05
FROM TERRITORIES :	25	1.20	1.00	0.10
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	6	0.00	0.50	0.02
CONNECTIONS ARRANGED :	2	0.00	0.25	0.01
H. PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		5.20	0.00	0.26
I. SERVICE REQUESTS FM GOV'T SOURCES				
NGO :	24	1.60	0.50	0.10
HOST GOVERNMENT :	32	2.00	1.50	0.16
OTHER DEPARTMENT :	73	9.40	4.50	0.65
PROVINCES/MUNICIPALITIES :	38	3.80	0.50	0.21
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		5.00	1.75	0.32
LEAVE, PROFESSIONAL DEVELOP :		10.40	2.50	0.62
K. SERVICE TO OTHER MISSION PROGRAMS :		4.00	0.25	0.21
L. TOURISM PROGRAM ACTIVITIES :		0.00	0.00	0.00
***** TOTALS *****		100.00	100.00	9.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA :	33
FROM TERRIT :	32
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA :	98
FROM TERRIT :	202
NUMBER OF PEMD APPLICATIONS COMMENTED ON :	11
NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED :	5
-LOCALLY ENGAGED :	4