

09/09/92

External Affairs and International Trade Canada

TSRPT02E

TRADE TRACKING SYSTEM

WORKLOAD AND OFFICER SUMMARY ACTIVITY REPORT
FOR QUARTER 1 OF FISCAL YEAR 1992

POST : SEOUL

	NUMBER	% OFFICER-TIME		TOTAL-TIME
		CANADA	LOC-ENG	PERSON-QTR
A.EXPORT/TRADE/POLICY ENQUIRIES FROM CANADA :	619	22.00	33.25	2.21
FROM TERRITORIES :	593	10.25	28.00	1.53
B.VISITS TO CLIENTS IN TERRITORY :	82	8.75	2.50	0.45
C.EXPORT/TRADE/POLICY FAIRS :	15	2.50	0.50	0.12
PROJECTS AND EVENTS MISSIONS :	6	11.50	7.00	0.74
CONFERENCE SEMINARS :	5	2.00	2.25	0.17
OTHER :	1	0.75	0.00	0.03
D.COMMERCIAL* ECONOMIC REPORTS HQ REQUESTED :	5	6.25	0.50	0.27
POST INITIATED :	24	10.50	0.25	0.43
E.COMMUNICATIONS ACTIVITIES :	11	3.00	0.50	0.14
F.INVESTMENT ENQUIRIES FROM CANADA :	14	0.75	0.50	0.05
FROM TERRITORIES :	22	1.25	1.75	0.12
G.TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	5	0.00	1.50	0.06
CONNECTIONS ARRANGED :	2	0.00	1.50	0.06
H.PARTICIP'T'N IN PROG-REL EVENTS OUTSIDE POST :		2.00	7.75	0.39
I.SERVICE REQUESTS FM GOV'T SOURCES NGO :	41	0.00	2.25	0.09
HOST GOVERNMENT :	31	1.00	1.50	0.10
OTHER DEPARTMENT :	28	2.75	2.25	0.20
PROVINCES/MUNICIPALITIES :	35	3.50	1.50	0.20
J.ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN.:		2.50	3.25	0.23
LEAVE, PROFESSIONAL DEVELOP :		0.00	1.50	0.06
K.SERVICE TO OTHER MISSION PROGRAMS :		0.00	0.00	0.00
L.TOURISM PROGRAM ACTIVITIES :		8.75	0.00	0.35
***** TOTALS *****		100.00	100.00	8.00

NUMBER OF BUSINESS VISITORS (PUBLIC SECTOR) FROM CANADA :	20
FROM TERRIT :	2
NUMBER OF BUSINESS VISITORS (PRIVATE SECTOR) FROM CANADA :	87
FROM TERRIT :	603

NUMBER OF PEMD APPLICATIONS COMMENTED ON :	22
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NUMBER OF OCCUPIED OFFICER POSITIONS -CANADA BASED :	4
-LOCALLY ENGAGED :	4