

GOVERNMENT OF PAKISTAN
MINISTRY OF COMMERCE



No. 5(2)/2020-Admn-I/MoC

Islamabad, the 28th August, 2020

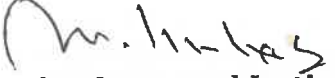
CIRCULAR

Subject: - NOMINATION OF OFFICERS FOR 1st COURSE ON "WORKING OF LEGISLATURES-ROLES AND RESPONSIBILITES OF CIVIL SERVANTS AND GOVERNMENT FUNCTIORIES"

A self-explanatory letter No 5(3)/2020-T-I dated 25th August, 2020 of Establishment Division alongwith its enclosures contains guidelines for the subject training is enclosed for uploading on the website of Ministry of Commerce for information.

2. Interested officers who fulfill the eligibility criteria may forward their nomination to Admn-I/MoC Section by **10-09-2020** positively for onward submission to the Cabinet Secretariat, Establishment Division

Encl: As above


(Muhammad Imtiaz)
Deputy Director (MoC)

Manager (IT), Ministry of Commerce with the request to kindly upload the same on the website of this Ministry.

No. 5/3/2020-T.I
GOVERNMENT OF PAKISTAN
CABINET SECRETARIAT
ESTABLISHMENT DIVISION

Islamabad, the 25th August, 2020.


OFFICE MEMORANDUM

Subject:- NOMINATION OF OFFICERS FOR 1ST COURSE ON "WORKING OF LEGISLATURES – ROLES AND RESPONSIBILITIES OF CIVIL SERVANTS AND GOVERNMENT FUNCTIONARIES"

The undersigned is directed to refer to Pakistan Institute for Parliamentary Services (PIPS), Islamabad's letter No.4(2)2020-PDU (Training of Civil Servants), dated 11th May, 2020 on the subject cited above (copy enclosed) and to inform that the Institute is going to conduct the 1st two-week course on "Working of Legislatures – Role & Responsibilities of Civil Servants and Government Functionaries" shortly. The course is meant for capacity building of the officers in the field of parliamentary business to enable them to deal with the same as per the provisions of the Constitution, rules and parliamentary practices. The Institute has requested that all the Secretaries of Ministries/Divisions may direct the authorities under their administrative control to coordinate with PIPS for nomination of officers from BS-17 to BS-19 for the said course.

2. The Secretaries/Additional Secretaries Incharge of the Ministries/Divisions are, therefore, requested to kindly direct the offices/departments under their administrative control to contact the following focal person of PIPS for further details and information for nomination of BS-17 to BS-19 officers for the said course :-

Mr. Muhammad Maqbool Khan,
Director General (PDU), PIPS,
Near Kashmir House, Ataturk Avenue (Service Road),
F-5/2, Islamabad.
Phone No.051-9091111, 051-9091000, 051-9091319
Fax No.051-9091507
E-mail : muhammad.maqbool@pips.gov.pk


(Muhammad Naeem)
Deputy Secretary (T-I)

All Secretaries/Additional Incharge of the Ministries/Divisions,
Islamabad/Rawalpindi.

Copy for information to the Executive Director, PIPS, Islamabad.

OFFICE
Diary No. 4129
Date: 25/8/20



Executive Director

PAKISTAN INSTITUTE FOR PARLIAMENTARY SERVICES

Dedicated to Parliamentary Excellence

F. No. 4 (2)2020-PDU (Training of Civil Servants)

Islamabad, the 11th May, 2020

SUBJECT: Nomination of Officers for 1st Course on Working of Legislatures – Roles and Responsibilities of Civil Servants and Government Functionaries.

My Dear Chief Secretary sahib,

Reference this Institute's letter of even number dated 5th March, 2020, regarding nominations of officers of various Departments for the two weeks course on "Working of Legislatures – Role & Responsibilities of Civil Servants and Government Functionaries".

2. It is stated that this Institute has been given mandate under an Act of Parliament to conduct the said course to familiarize the Government officers about the working of legislatures and the role and responsibilities of the Executive in relation thereto. The course is meant for capacity building of the officers in the field of parliamentary business and will certainly enable them to deal with the same as per the provisions of the Constitution and rules and parliamentary practices. I am pleased to inform that, although some delay has been caused due to the world wide pandemic surrounding COVID-19, our team is/has been working from home on designing and other modalities of the course. The Institute is going to conduct this course as soon as possible once the pandemic is controlled and situation is normalized.

3. Your good office is requested to direct the Secretaries of the Ministries/Divisions to coordinate with this Institute (PIPS) and make nominations of officers in BPS 17 to 19 for said course. An early response in this regard will be highly appreciated.

4. The concerned authorities of the Departments may contact the following focal person of the Institute for further details and information, if required:-

Mr. Muhammad Maqbool Khan, Director General (PDU)

Phone Nos. 051-9091111, 051-9091000, 051-9091319, Fax: +92-51-9091507

Email: muhammad.maqbool@pips.gov.pk

PIPS Office, Near Kashmir House, Ataturk Avenue (Service Road), F-5/2, Islamabad.

With best regards,

Yours sincerely,

(Muhammad Anwar)

Executive Director

Dr. Ijaz Munir,
The Secretary,
Establishment Division, Government of Pakistan,
ISLAMABAD

c.c. Principal Secretary to the Honourable Chairman Senate/President PIPS Board of Governors.

Ataturk Avenue (Service Road), Sector F-5/2, Islamabad

Tel: 051-9215690 Fax: 051-9091507

Web: www.pips.gov.pk