

**GOVERNMENT OF PAKISTAN  
MINISTRY OF COMMERCE**

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No. 5(1)/2023-Admn-I/HR-I

Islamabad, the 7<sup>th</sup> April, 2023

**CIRCULAR**

**SUBJECT: - LOCAL INDUSTRY PROMOTION BY CLUSTER APPROACH (A)**

Please find enclosed herewith a copy of self explanatory Office Memorandum No. 1(17) Japan-II/2023, dated 31<sup>st</sup> March, 2023, received from Ministry of Economic Affairs (Japan Wing), on the above mentioned subject for placing on the website of the Ministry of Commerce.

2. Interested officers, who fulfill the eligibility criteria may send their nominations, duly approved by their respective Head(s) of the Wing(s) to HR-I Section (along with their C.V and details of availed Foreign Training/Workshops etc), latest by **30-04-2023** positively. Nominations received after the deadline will not be entertained.

Encl: **As Above**

  
(Muhammad Saulat Ali)  
Section Officer (HR-I)

**Database Administrator,  
Ministry of Commerce,  
Islamabad**

Government of Pakistan  
Ministry of Economic Affairs  
(Japan Wing)

No.1(17)Japan-II/2023

Islamabad, the March 31, 2023

**OFFICE MEMORANDUM**

**SUBJECT: LOCAL INDUSTRY PROMOTION BY CLUSTER APPROACH (A)**

The undersigned is directed to refer to the subject noted above and to state that Japan International Cooperation Agency has offered two seats for the subject training course scheduled to be held w.e.f. August, 30, 2023 to September 29, 2023 in Japan. All concerned Ministries / Divisions / Departments are requested to send nomination of a suitable officer who fulfills the following criteria to the undersigned by 07-06-2023 along with three (3) copies of prescribed JICA forms, CNIC, Passport, FTC Performa, Undertaking & surety bond and Inception Report as advised in the G.I. Booklet.

**Course Objective:**

Participants obtain skills and knowledge of practical and effective cluster approach, which is appropriate for the settings of targeted regional industry.

**Eligibility Criteria:-**

The applicant should:

- Be officer engaged in cluster development, operation, management, etc.
- Have more than 3 years' experience in the field
- Be graduate of university
- Be under age of 40 years
- Have command of spoken and written English
- Have basic computer skills

2. New prescribed JICA Application Form, FTC Performa, Inception Report, undertaking & surety bond can be downloaded from EAD's website [www.ead.gov.pk](http://www.ead.gov.pk) under "Foreign Trainings" link "Forms" and also available on JICA's website [www.jica.go.jp/pakistan/english/index.html](http://www.jica.go.jp/pakistan/english/index.html).

3. In case of selection of the officer the concerned organizations are requested to ensure timely NOC.

4. Nomination of contractual employees will not be entertained.

  
(Muhammad Ishtiaq Akbar)  
Section Officer (Japan-II)  
Ph: 0519201805

1. Secretary, Ministry of Industries & Production, Government of Pakistan, Islamabad.
2. Secretary, Ministry of Commerce, Government of Pakistan, Islamabad.
3. Secretary, Ministry of Information Technology & Telecommunication, Kohsar Block, Islamabad
4. Chairman, Planning & Development Board, Government of Punjab, Lahore
5. Chairman, Planning & Development Board, Government of Sindh, Karachi
6. Addl. Chief Secretary, Planning & Development Department, Government of KPK, Peshawar
7. Addl. Chief Secretary, Planning & Development Department, Government of Balochistan, Quetta.
8. Addl. Chief Secretary, Planning & Development Department, Government of Gilgit-Baltistan, Gilgit,
10. Addl. Chief Secretary, Planning & Development Department, Government of AJK, Muzaffarabad.

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**C.C to:**

- i. **Secretary, Industry, Commerce and investment Dept., Government of Punjab, Lahore.**
- ii. **Secretary, Industries, Commerce, labor, mineral Dev., and Technical Education & Manpower Training Department, Government of Khyber Pakhtunkhwa, Peshawar.**
- iii. **Secretary, Industry and Commerce Department, Government of Sindh, Karachi.**
- iv. **Secretary, Industry and Commerce Department, Government of Balochistan, Quetta.**
- v. **Secretary, Mineral Development Industries, Commerce & Labor Department, Gilgit-Baltistan Government, Gilgit.**
- vi. **Chief Executive Officer, Engineering Development Board (EDB), Constitutional Avenue, Islamabad**
- vii. **Chief Executive Officer, Small and Medium Enterprises development Authority (SMEDA), 6<sup>th</sup> Floor, LDA Plaza, Egerton Road, Lahore.**
- viii. **Joint Secretary (Training), Establishment Division, Islamabad**
- ix. **System Analyst (Computer Center), EAD kindly upload JICA's G.I Booklet on EAD's Website.**