

**GOVERNMENT OF PAKISTAN  
MINISTRY OF COMMERCE**

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No. 5 (3)2022-Admn-I/HR-I

Islamabad, the 12<sup>th</sup> April, 2023

**CIRCULAR**

**SUBJECT: FIVE DAYS' ONLINE TRAINING COURSE "RESEARCH METHODOLOGIES AND TECHNIQUES FOR DEVELOPMENT", MAY 22-26, 2023**

Please find enclosed herewith a copy of self explanatory letter No. 2(21)/2022-23/TC/AD(T) dated 31<sup>st</sup> March, 2023 received from Aktar Hameed Khan National Center for Rural Development (AHKNCRD), an Executive Department of Establishment Division, on the above mentioned subject for placing on the website of the Ministry of Commerce.

2. Interested officers of the Ministry who fulfill the eligibility criteria may forward their nominations, duly approved by their respective Head (s) of Wing (s) to HR-I Section latest by **01-05-2023 positively**.

Encl: **As above**

  
(Arman Ali)  
Section Officer (HR-I)

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



Ph: 051-9255154  
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F. No. 2(21)/2022-23/TC/AD(T)  
GOVERNMENT OF PAKISTAN  
ESTABLISHMENT DIVISION  
AHK NATIONAL CENTRE FOR RURAL DEVELOPMENT  
PARK ROAD, CHAK SHAHZAD, ISLAMABAD

DIRECTOR GENERAL

31<sup>st</sup> March, 2023

**SUBJECT: FIVE DAYS' ONLINE TRAINING COURSE ON "RESEARCH METHODOLOGIES AND TECHNIQUES FOR DEVELOPMENT", MAY 22-26, 2023**

Akhtar Hameed Khan National Centre for Rural Development (AHKNCRD), an Executive Department of Establishment Division, is responsible for promoting the cause of rural development in Pakistan through its programmes of training and research. Training is imparted, inter alia to officials of the Local Government and Rural Development Departments, elected representatives, functionaries of Nation Building Departments in order to improve their professional skills and promote sharing of experiences regarding rural development in Pakistan.

AHKNCRD is planning to organize a five days' **ONLINE** training course on "Research Methodologies and Techniques for Development" from May 22-26, 2023. The major objectives of the training programme include:

- To learn approaches of conducting research and formulating research design and proposal;
- To learn how to conduct literature review and employ referencing and citation techniques;
- To learn data collection and analysis techniques for different types of research; and,
- To facilitate sharing of relevant experiences, subject knowledge and skills among each other.

No training fee will be charged for the training; an online training mechanism would be utilized to impart the training sessions, which will be electronically accessible from home/office/any other place in order to attend the sessions. To attend the training programme, the participants need to have computer/mobile phone (Android/IOS) with internet connection and headphones. Two one-hour sessions will be held on daily basis. E-Certificates will be awarded to the participants after completion of the programme.

It will be appreciated if nominations of 4-5 suitable officers from your department/organization are sent to NCRD by May 15, 2023. The nomination letter is required to include:

| Name | Designation | Department | Contact number | Email Address |
|------|-------------|------------|----------------|---------------|
|------|-------------|------------|----------------|---------------|

Venue: AHK National Centre for Rural Development (AHKNCRD), Park Road, Chak Shahzad, Islamabad.

Course Coordinator: Mr. Bilal Raza, Assistant Director

Telephone No.: 051-9255167; Fax No.: 051-9255157; E-mail: bilal@ncrd.gov.pk

With regards,

Sincerely,

(ISRAR MOHAMMAD KHAN)

Distribution to:

- Federal Secretaries, Ministries/Divisions, Islamabad/Rawalpindi.
- Chief Secretaries of Provinces/Constituent Units (Punjab, Baluchistan, Sindh, Khyber Pakhtunkhwa, Gilgit-Baltistan & Azad Jammu & Kashmir)
- Concerned Secretaries of Provinces/Constituent Units (Punjab-Lahore, Baluchistan-Quetta, Karachi, KP-Peshawar, Gilgit-Baltistan-Gilgit & AJ&K-Muzaffarabad)
- Deputy Commissioners (Punjab, Baluchistan, Sindh, Khyber Pakhtunkhwa, Gilgit-Baltistan & Azad Jammu & Kashmir)
- Concerned Federal & Provincial Government Organizations/Departments
- Vice Chancellors of Public & Private Universities
- Concerned IGOs, INGOs, NGOs & CSOs