

**GOVERNMENT OF PAKISTAN  
MINISTRY OF COMMERCE**

\*\*\*\*

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

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

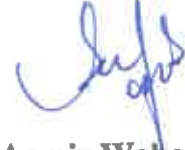
**CIRCULAR**

**SUBJECT: - POLICY MAKING IN A DIGITAL AGE**

Please find enclosed herewith a copy of self explanatory Office Memorandum No. 1(35)Japan-II/2023, dated 1<sup>st</sup> June, 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 **03-07-2023** positively. Nominations received after the deadline will not be entertained.

Encl: **As Above**



**(Aamir Waheed)**  
Section Officer (HR-I)

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

Government of Pakistan  
Ministry of Economic Affairs  
(Japan Wing)

No 1(35) Japan-II/2023

Islamabad, the June 01, 2023

**OFFICE MEMORANDUM**

**SUBJECT: POLICY MAKING IN A DIGITAL AGE**

The undersigned is directed to refer to the subject noted above and to state that: Japan International Cooperation Agency has offered one seat for subject training course scheduled to be held w.e.f October 15, 2023 to October 24, 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 19-07-2023 along with three (3) copies of prescribed JICA forms, CNIC, FTC Performa, undertaking, surety bond and Passport as advised in the G.I. Booklet uploaded on EAD's website.

**Course Objective:**

To enhance the digital -related policy making capabilities by understanding the leading model cases in and analyzing the issues of participants' countries with the use of latest analysis frameworks.

**Eligibility Criteria: -**

The applicant should:

- ✓ Be an officer responsible for ICT and digital economy policy making in the related ministries, departments who has the full knowledge about the concept and aims of SDGs.
- ✓ Have more than 3 years' working experience in the relevant field.
- ✓ Be a graduate of university or equivalent
- ✓ Have command of spoken and written English
- ✓ Be under the age of 45 years (not a strict condition)
- ✓ Must be in good health

2. New prescribed JICA Application Forms along with relevant Performas can be downloaded from EAD's website [www.ead.gov.pk](http://www.ead.gov.pk) under "Foreign Trainings" link in "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).

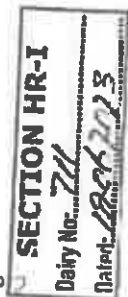
3. In case of selection of the officer the concerned Departments are requested to ensure timely relieving of the officer along with NOC.

4. Nomination of contractual employees will not be entertained.

(Muhammad Ishtiaq Akbar)  
Section Officer (Japan-II)  
Ph: 051-9201805

1. Secretary, Ministry of Science and Technology, Government of Pakistan, Islamabad.
2. Secretary, Ministry of Information Technology and Telecommunication, Islamabad
3. Secretary, Ministry of Commerce, Government of Pakistan, Islamabad.
4. Secretary, Ministry of Planning Development & Special Initiatives, Government of Pakistan, Islamabad.
5. Secretary, Ministry of Industries & Production, Government of Pakistan, Islamabad.

Contd-----P



Handwritten signatures and dates: 9/6/23, D.S.(HRM), 09/06, 5/23 (HR), 9/6

Di. No. - 1577- U.S.(HRM)  
Date: 09/06/23  
SFC  
Dairy No. 4240  
09-06-23

Joint Secretary (HRM) Office  
Dairy No. 2352  
Date: 9-6-23

6. Secretary, Board of Investment (BOI), Government of Pakistan, Islamabad.
7. Chairman, Planning & Development Board, Government of Punjab, Lahore
8. Chairman, Planning & Development Board, Government of Sindh, Karachi
9. Addl. Chief Secretary, Planning & Development Department, Government of KPK, Peshawar
10. Addl. Chief Secretary, Planning & Development Department, Government of Balochistan, Quetta.
11. Addl. Chief Secretary, Planning & Development Department, Government of Gilgi:- Baltistan, Gilgit,
12. Addl. Chief Secretary, Planning & Development Department, Government of AJK, Muzaffarabad

**cc to:**

- i. Joint Secretary (Training), Establishment Division, Islamabad
- ii. System Analyst (Computer Center), EAD with request to upload JICA's G.I Booklet on EAD's Website.