

GOVERNMENT OF PAKISTAN  
MINISTRY OF COMMERCE

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

Islamabad, the 27<sup>th</sup> June. 2023


**CIRCULAR**

**SUBJECT: - TRAINING PROGRAM OF IDE-JETRO 2022-2023**

Please find enclosed herewith a copy of self explanatory Office Memorandum No. 1(40) Japan-II/2023, dated 23<sup>rd</sup> June, 2023, received from Ministry of Economic Affairs, 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 30-06-2023 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(40) Japan-II/2023

Islamabad, the June 23, 2023

**OFFICE MEMORANDUM**

**SUBJECT: TRAINING PROGRAM OF IDE-JETRO 2022-2023**

The undersigned is directed to inform that the Japan External Trade Organization (JETRO), Govt. of Japan has invited one nomination for 2023-2024, IDEAS Training Program to be held w.e.f 1<sup>st</sup> September, 2023 to 20<sup>th</sup> January, 2024 in Japan. JETRO is planning two courses i.e Course O-A includes 52 classes in total with research paper and Course O-B 52 classes without writing a thesis. All concerned Ministries / Departments are requested to send nomination of a suitable officer who fulfills the following criteria to the undersigned by 02-07-2023 along with three (3) copies of prescribed IDEAS application form, letter of reference, one copy of surety bond, undertaking, CNIC, passport, FTC Performa for further proceedings.

**Course Objective:**

IDEAS Training Program aims to develop the capacity of the government officials, who are engaged in the policymaking related to field of promotion of trade and investment.

**Eligibility Criteria:-**

The applicants should:-

- Working for the government / public institutions, engaged in the field of promotion of trade and investment.
- Have work experience of more than 3 years. Excellent applicants with less than three years of work experience would also be eligible for training participation on a case-by-case basis.
- Be 35 years of age or younger.
- Have a Master's degree or equivalent experience in the field.
- Excellent applicants who only have bachelor's degree would also be eligible for training participation on a case-by-case basis.
- Have sufficient English ability i.e a TOEFL iBT score of more than 88 or more score.

2. IDEAS Training Program Application Form, specimen of surety bond, undertaking, letter of reference, FTC Performa, 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 JETRO's website [www.jetro.go.jp](http://www.jetro.go.jp).

3. Nomination of contractual employees will not be entertained.

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

1. Secretary, Ministry of Commerce, Govt. of Pakistan, Islamabad
2. Chairman, Board of Investment, PM Office, Islamabad.

CC to:

- i) Joint Secretary (Training) Establishment Division, Islamabad
- ii) System Analyst (Computer Center), MoEA with request to kindly upload the training program on MoEA's Website.