

GOVERNMENT OF PAKISTAN
MINISTRY OF COMMERCE

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

Islamabad, the 11th July, 2023

CIRCULAR

SUBJECT: - NOMINATIONS FOR TRAINING COURSE ON “PROBLEM SOLVING AND DECISION MAKING” FROM 17-07-2023 TO 21-07-2023

Secretariat Training Institute is organizing subject courses from 17-07-2023 to 21-07-2023. The training sessions will be held from 0900 to 1100 hours daily or as notified otherwise. Details are as follows:-

Target Audience/Group:

Officers of the Federal Government in BS-17 to BS-19.

Course objectives:-

The course aim to equip trainees with effective problem solving techniques and strategies by introducing them to different decision making models and frameworks.


Courses Contents:-

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| <ul style="list-style-type: none">• The nature of problems and decision making process• Critical thinking skills and problem solving.• The role of information Technology in decision making. | <ul style="list-style-type: none">• Theoretical models of decisions making and problem solving techniques.• Difficulties in the implementation of decision in the public sector and way forward to ensure success. |
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2. It has been requested that nomination of suitable official of the Federal Government Ministries/Division/Department and Organizations may reach the institute latest by 13-07-2023. Late nomination will not be entertained. Selected officers / nominee(s) will report to the Institute for registration on 17-07-2023 at 0920 hours. No registration shall be allowed after 0920 hours.

3. The interested officers of the Ministry, may forward their nomination, duly approved by their reporting officer to HR-I section latest by 12-07-2023 positively. Nominations received after the deadline will not be entertained.

4. IT Section is requested to upload the circular on Ministry's website.


(Aamir Waheed)
Section Officer (HR-I)

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