

**GOVERNMENT OF PAKISTAN
MINISTRY OF COMMERCE**

No.5(4)/2023-Admn-I/HR-I

Islamabad, the 13th September, 2023

CIRCULAR

Subject: - WORKSHOP ON DIGITAL GOVERNMENT FOR INCLUSIVE PUBLIC SERVICES DELIVERY BY CAMBODIA AND APO, JAPAN, (VIRTUAL)

Please find enclosed herewith a copy of self explanatory Letter No. 10(1)/NPO/APO/2023-13PS, dated 31st August, 2023 received from Ministry of Industries & Production, on the above mentioned subject for placing on the website of the Ministry of Commerce.

2. Interested officers from **Main Ministry and its Attached Departments** who fulfill the eligibility criteria may send their nominations, duly approved by their respective Head(s) of the Wing(s)/Departments to HR-I Section (along with their C.V , Services Profile and details of availed Foreign Training/Workshops etc), latest by **14-09-2023 positively**. Nominations received after the deadline will not be entertained.

Encl: **As Above**



(Aamir Waheed)
Section Officer (HR-I)

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

Copy for information to **Section Officer (AOs-HR)**, Ministry of Commerce, Islamabad

**National Productivity Organization
Ministry of Industries & Production
Government of Pakistan**

10(1)/NPO/APO/2023-13PS
Islamabad, 31 August 2023

SUBJECT: WORKSHOP ON DIGITAL GOVERNMENT FOR INCLUSIVE PUBLIC SERVICE DELIVERY BY CAMBODIA AND APO, JAPAN, (VIRTUAL)

The National Productivity Organization (NPO), Ministry of Industries & Production, Government of Pakistan in collaboration with Asian Productivity Organization (APO), Japan announced opportunities for the citizens of Pakistan through competitive process for the following program:

- i. **23-IP-11-GE-WSP-A: Workshop on Digital Government for Inclusive Public Service Delivery by Cambodia and APO, Japan from 4 October 2023-6 October 2023 (Virtual (Date to be confirmed: 15 September 2023)).**

2. Thirty-eight (38) International participants from APO Member countries will take part in this program. Member countries comprise of Japan, Republic of Korea, Turkey, Hong Kong, Republic of China, Singapore, Thailand, Philippines, Fiji, Bangladesh, Cambodia, Indonesia, Islamic Republic of Iran, India, Lao PDR, Malaysia, Mongolia, Nepal, Sri Lanka, Vietnam and Pakistan. APO, Japan will issue certificate against participation.

3. To download the **Project Notification, APO Bio-Data Form, Nomination Letter sample and Instruction Circular** Please visit <http://npo.gov.pk/apo/>.

Following documents are required for processing of nomination. Soft copies of APO Bio-data form (MS Excel format) must be sent to email address; nusrat.ali@npo.gov.pk and sohaib@npo.gov.pk

- APO Bio-Data Form (Version 2.2), available on website (<http://npo.gov.pk/apo/>).
- CV on plain paper including date of birth, domicile (district & province), education, experience, and details of foreign trainings attended during the recent past.
- Copy of domicile certificate.
- Copy of National Identity Card.
- Nomination letter on NPO prescribed format, available on website (<http://npo.gov.pk/apo/>).
- Original scanned Fee payment receipt (Prerequisite).

4. Case of only shortlisted nominee's will forward to APO, Japan for further evaluation. The final selection of nominee's rests with the APO screening committee and is not challengeable.

5. For public sector applicant for Public Sector and for private sector applicant for Private Sector. Fee payment receipt in both cases either cash deposit in bank or online payment should be attached with APO Biodata Form (bank details are available on NPO website).


6. In case of selection participants will participate in the program virtually using their own devices, applications and internet Connections, etc.

7. The incomplete and late nominations received after the above mentioned deadline will not be processed.

8. Applicants fulfilling the prescribed criteria in respective APO Project Notification may apply for the relevant program.

9. Kindly send nominations along with documents to National Productivity Organization (NPO), APO Liaison Department, 11th Floor, Shaheed-e-Millat Secretariat, Nazim-ud-Din Road, F-6/1, and Islamabad, Pakistan.

10. For any inquiry and further information please contact undersigned on 011-9244254-5, 0334-9491959.


(Nusrat Ali)
APO Liaison Department

Copy to:

1. Federal Secretary, Ministry of Industries & Production, Islamabad.
2. The Secretaries to the Federal Ministries of Government of Pakistan, with the request to circulate to all the divisions/attached departments/Government owned companies/Organizations & Companies under their respective control.
3. The Chief Secretary, Government of Punjab.
4. The Chief Secretary, Government of Sindh.
5. The Chief Secretary, Government of Khyber Pakhtunkhwa.
6. The Chief Secretary, Government of Balochistan.
7. The Chief Secretary, Government of Gilgit Baltistan.
8. The Chief Secretary, Government of A.J.K.
9. Chairman, Higher Education Commission, Islamabad.
10. Section Officer (NPO), Ministry of Industries and Production, Islamabad.
11. The Chief Executive Officers/Managing Directors/Director Generals/ Directors of Organizations under the Administrative control of Ministry of Industries and Production.
12. Resident, Federation of Pakistan Chambers of Commerce & Industry (FPCCI), Karachi.
13. Residents/ Chairman(s) of recognized Chambers and Associations, with the request to circulate to relevant private sector organizations.