No. 5(1)/2024-Admn-I/HR-I   Islamabad, the 4ᵗʰ April, 2024

CIRCULAR

SUBJECT: -   **IN-PERSON COURSE ON "TRADE AND BUSINESS DEVELOPMENT" TO BE HELD FROM 24ᵀᴴ TO 28ᵀᴴ JUNE, 2024, UNDER THE SINGAPORE COOPERATION TRAINING PROGRAMME**

Deadline: **15-04-2024**

IN-PERSON COURSE ON "SUSTAINABLE URBAN TRANSPORT PLANNING AND STRATEGIES" TO BE HELD FROM 24ᵀᴴ TO 28ᵀᴴ JUNE, 2024, UNDER THE SINGAPORE COOPERATION TRAINING PROGRAMME)
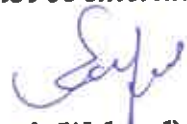
Deadline: **15-04-2024**

IN-PERSON EMPOWERING WITH DISABILITIES AND SPECIAL NEEDS TO BE HELD FROM FROM 15ᵀᴴ TO 19ᵀᴴ JULY, 2024, UNDER THE SINGAPORE COOPERATION PROGRAMME TRAINING AWARD TO BE CONDUCTED BY CIVIL SERVICE COLLEGE

Deadline: **08-04-2024**

Please find enclosed herewith copies of self explanatory letters regarding training received from Ministry of Economic Affairs, on the above mentioned subjects for placing on the website of the Ministry of Commerce.

2.   **Interested/relevant** officers from **Main Ministry and its Attached Departments/Organizations** 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). *Nominations received after the deadline will not be entertained.*

Encl: **As Above**

(Aamir Waheed)
Section Officer (HR-I)

Database Administrator,
Ministry of Commerce,
Islamabad

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

Government of Pakistan
Ministry of Economic Affairs,
(Economic Affairs Division)
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No.4 (12) SEA/2024.   Islamabad, 1ˢᵗ April, 2024

OFFICE MEMORANDUM

SUBJECT: - **IN-PERSON COURSE ON "TRADE AND BUSINESS DEVELOPMENT" TO BE HELD FROM 24ᵀᴴ TO 28ᵀᴴ JUNE, 2024, UNDER THE SINGAPORE COOPERATION TRAINING PROGRAMME.**

The undersigned is directed to inform that the Government of Singapore has invited one (01) nomination for the above Partially Funded training course. The Government of Singapore will bear local hospitality (accommodation and local transfers), training fees, training allowance and group personal accident/hospitalization insurance. The round-trip airfare for participants will have to be borne by the nominating Ministry or Provincial Department.

2.   The eligibility criteria and objectives of the subject course are as under:

Eligibility Criteria
- Permanent Government Officers (BS-17 and above) only and nominated by respective Federal Government or Provincial Department.
- Mid- to senior-level government officials who are involved in trade facilitation, economic planning and development work;
- Nominated by their respective governments;
- Proficient in written and spoken English; and
- In good health.

Objective
- This course will provide an overview of economic development through trade facilitation, trade policies, lowering of barriers to trade, and customs modernization.

3.   Nomination of suitable candidates duly approved by the competent authority along with the following documents may kindly be forwarded to this Division by 1ˢᵗ May, 2024 (Wednesday), positively. Nominees are also requested to apply online at https://go.gov.sg/TradeandBusiness Development24 as required by Singapore (Mandatory). Nomination without online application will not be considered by the host.

4.   Required Documents

1	Nomination letter in original	01 copy
2	Filled in Performa for FTC	01 copy
3	CNIC & Photograph	02 copies each
4.	Passport	02 copies
5.	Surety Bound and Undertaking	01 each Original

5.   In case of incomplete/late submission of documents, nomination will not be entertained. Moreover, any deliberate provision of wrong information on part of the candidate shall liable to be rejected.

(Rizwak Imtiaz)
Section Officer (SEA)
Ph: 051-9202084

All Ministries / Divisions / Departments. Provincial Governments including Governments of Azad Jammu & Kashmir and Gilgit Baltistan.

Cc:

1. Joint Secretary (Training) Establishment/Division, Islamabad.
2. Joint Secretary (EC), EAD,
3. Secretary (FTC), EAD,
4. Network & System Administrator, EAD