

GOVERNMENT OF PAKISTAN  
MINISTRY OF COMMERCE

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No. 5(1)2021-HR-I

Islamabad, the 1<sup>st</sup> November, 2021


Circular

**Subject: - Capacity Development for Investment Promotion (C)**

Please find enclosed herewith a copy of self explanatory Office Memorandum No. 1(64) Japan-II/2021 dated 27<sup>th</sup> October 2021, received from Economic Affairs Division on the above mention subject for placing on the website of the Ministry of Commerce for information.

2. The interested officers of the Ministry who fulfill the eligibility criteria may send their nomination duly approved by their respective heads of the wing to HR-I Section latest by 17<sup>th</sup> November, 2021 positively.

Encl: As above

  
(Muhammad Imtiaz)  
Deputy Director (HR-I)

Database Administration  
Ministry of Commerce  
Islamabad

Government of Pakistan  
Ministry of Economic Affairs  
(Japan Wing)

No.1(64)Japan-II/2021

Islamabad, the October 27, 2021

**OFFICE MEMORANDUM**

**SUBJECT: CAPACITY DEVELOPMENT FOR INVESTMENT PROMOTION (C)**

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. **January 19, 2022 to February 16, 2022 (Online)**. All concerned Ministries / Departments are requested to send nomination of a suitable officer who fulfills the following criteria to the undersigned by **03-12-2021** along with three (3) copies of prescribed JICA Application form, CNIC, FTC Performa and Passport as advised in the G.I. Booklet.

**Course Objective:**

Based on the knowledge and insight gained during the KCCP program, an action plan to promote FDI will be formulated and implemented by the participant.

**Eligibility Criteria:-**

The applicant should:

- Be an administrative officer of foreign direct investment promotion agency who plan to continue working in the same field after the course.
- Have more than 5 years' working experience in the field of foreign direct investment promotion
- Be a graduate of university or equivalent
- Have command of spoken and written English
- Have basic computer skills such as sending / receiving email with attachments and using a web browser.
- Be Between the age of 25 and 50 (inclusive) years
- Must be in good health

2. New prescribed JICA Application Forms along with 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 JICA's website [www.jica.go.jp/pakistan/english/index.html](http://www.jica.go.jp/pakistan/english/index.html).

3. Nomination of contractual employees will not be entertained.

  
(Anam Humayun)  
Section Officer (Japan-II)  
Ph: 051-9206167

1. Secretary, Ministry of Commerce and Trade, Government of Pakistan, Islamabad
2. Secretary, Board of Investment (BOI), Sector G-5/1, Islamabad
3. Chairman, Planning & Development Board, Government of Punjab, Lahore
4. Chairman, Planning & Development Board, Government of Sindh, Karachi
5. Addl. Chief Secretary, Planning & Development Department, Government of KPK, Peshawar
6. Addl. Chief Secretary, Planning & Development Department, Government of Balochistan, Quetta.
7. Addl. Chief Secretary, Planning & Development Department, Government of Gilgit-Baltistan, Gilgit,
8. Addl. Chief Secretary, Planning & Development Department, Government of AJK, Muzaffarabad.

**C.C to:**

- i. CEO, Punjab Board of Investment & Trade, Lahore
- ii. Secretary, Investment Department, Government of Sindh, Karachi
- iii. CEO, Balochistan Board of Investment & Trade, Quetta
- iv. Joint Secretary (Training), Establishment Division, Islamabad
- v. System Analyst (Computer Center), EAD with request to kindly upload JICA's G.I Booklet on EAD's Website.