

**GOVERNMENT OF PAKISTAN
MINISTRY OF COMMERCE**

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

Islamabad, the 27th September, 2022

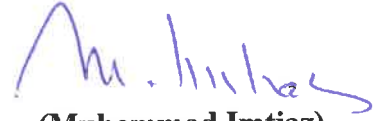
CIRCULAR

**SUBJECT: TRAINING COURSE ON "SMALL AND MEDIUM ENTERPRISES
FOR EMPLOYMENT GENERATION "FROM 17-12 OCTOBER, 2022.**

Please find enclosed herewith a copy of self explanatory letter No. 1(9)/2022-23/WS/Sr.Lib dated September, 2022 received from Aktar Hameed Khan National Center for Rural Development (AHKNCRD), an Executive Department of Establishment Division, on the above mentioned subject for placing on the website of the Ministry of Commerce.

2. Interested officers of the Ministry who fulfill the eligibility criteria may forward their nominations, duly approved by their respective Head (s) of Wing (s) to HR-I Section latest by **03-10-2022 positively**.

Encl: **As above**


(Muhammad Imtiaz)
Section Officer (HR-I)

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



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F.No.1(9)/2022-23/WS/Sr. Lib
Government of Pakistan
Establishment Division
AHK National Centre for Rural Development
(AHK NCRD), Park Road, Chak Shahzad
Islamabad

Director General

September, 2022

Subject: **TRAINING COURSE ON "SMALL AND MEDIUM ENTERPRISES FOR EMPLOYMENT GENERATION" FROM 17-21 OCTOBER, 2022.**

Akhtar Hameed Khan National Centre for Rural Development (AHKNCRD) an Executive Department of Establishment Division, is responsible for promoting the cause of rural development in Pakistan through its programs of training and research. Training is imparted, inter alia to officials of the Local Government and Rural Development Departments, elected representatives, functionaries of Nation Building Departments including NGOs in order to improve their professional skills and promote sharing of experiences regarding rural development in Pakistan.

2. AHKNCRD plans to organize a five days' training course on "**Small and Medium Enterprises for Employment Generation**" from 17-21 October, 2022. The major objectives of the training course are;

- To acquaint the participants with concept and importance of small and medium enterprises;
- To familiarize the participants with various tools and techniques required to run small and medium enterprises for livelihood; and
- To facilitate sharing of relevant experiences and ways forward for promoting small and medium enterprises for livelihood in the country.

3. **No training fee will be charged for the training;** however, TA/DA of the participants shall be borne by the nominating agencies. Boarding and lodging facilities are available in hostel located within NCRD Complex, on the approved rates and on double occupancy basis. Food expenses will be borne by the participants; however, staff is available in the hostel for necessary services.

4. **Participants may please be informed that Family Members/ Servants are not allowed to stay with them in the Hostel.**

5. It will be appreciated if nomination's of 2-4 suitable officers from your department/ organization are sent to NCRD by **October 13, 2022.** The nomination letter is required to include:

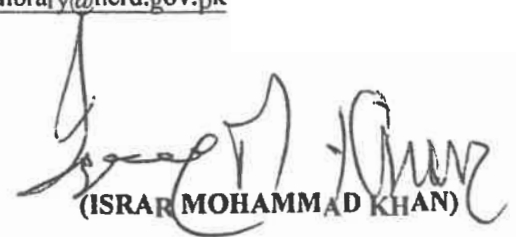
Name	Designation	Department	Contact number	Email address	Whether hostel facility is required?
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Venue: AHK-National Centre for Rural Development (NCRD), Park Road, Chak Shahzad, Islamabad.

Course Coordinator: Ms. Kiran Butt, Senior Librarian

Telephone No.:051-9255194 Fax No.: 051-9255157, Email: library@ncrd.gov.pk

With regards,


(ISRAR MOHAMMAD KHAN)

Distributions to:

- Federal Secretaries, of Ministries/ Divisions, Islamabad/Rawalpindi.
- Chief Secretaries of Provinces/Constituents Units (Punjab, Sindh, Khyber Pakhtunkhwa, Baluchistan, Gilgit Baltistan & Azad Jammu & Kashmir).
- Concerned Secretaries of Provinces/Constituent units(Punjab-Lahore, Sindh-Karachi, Khyber Pakhtunkhwa Peshawar, Baluchistan-Quetta, GilgitBaltistan& AJ&K-Muzaffarabad)
- Deputy Commissioners (Punjab, Sindh, Khyber Pakhtunkhwa, Baluchistan, GilgitBaltistan & AJ&K)
- Concerned Federal & Provincial Government Organizations/ Departments
- Vice Chancellors of Public and Private Sector Universities
- Concerned NGO, NGOs & CSOs.