

GOVERNMENT OF PAKISTAN
MINISTRY OF COMMERCE

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

Islamabad, the 16th December, 2022

CIRCULAR

SUBJECT: TRAINING COURSE FOR 3rd QUARTER (JANUARY- MARCH) 2022-23

Please find enclosed herewith a copy of self explanatory letter No. 2(27-A) PPMI/PD/2022-23 dated 29th December, 2022, received from Pakistan Planning and Management Institute (PPMI), 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 fifteen (15 days) before commencement of training.

Encl: **As above**



(Muhammad Imtiaz)
Section Officer (HR-I)

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



"CREATING EXCELLENCE"
GOVERNMENT OF PAKISTAN
MINISTRY OF PLANNING, DEVELOPMENT AND SPECIAL INITIATIVES
PAKISTAN PLANNING AND MANAGEMENT INSTITUTE (PPMI)
PPMI Complex, Street. No. 1, Sector H-8/1, Islamabad. Tel: 051-9269883 Fax: 051-9269882

No.2(27-A)PPMI/PD/2022-23

Islamabad, the 29th November, 2022

SUBJECT: TRAINING COURSES FOR 3RD QUARTER (JANUARY - MARCH) 2022-23

Dear Sir/Madam, النسبہ لکھنے کے لئے

Pakistan Planning and Management Institute (PPMI), Ministry of Planning, Development and Special Initiatives, Government of Pakistan invites nominations of suitable officers in BPS-17 and above working on relevant assignments for the following courses to be organized during 3rd Quarter (January - March) 2022-23.

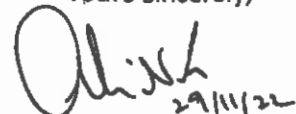
S. No.	Course Name	Dates
1	Highway Development and Management Model (HDM-4)	9-10 January, 2023
2	MS Project Software	17-19 January, 2023
3	Public Financial Management System	23-25 January, 2023
4	Appraisal and Risk Management	7-9 February, 2023
5	Monitoring and Evaluation Techniques	15-17 February, 2023
6	Project Contract and Procurement Management	21-24 February, 2023
7	Development of Key Performance Indicators (KPIs)	1-3 March, 2023
8	PC-I Preparation	7-10 March, 2023
9	Manual for Development Project	13-17 March, 2023

2. It is clarified that no fee is charged from the Government officers. However, other expenditure to be incurred on travelling, boarding and lodging etc. of participants will be borne by the nominating Ministries/ Divisions/Departments/Organizations.

3. The nominations of relevant officers along with brief CV (one page) of the nominee(s) must reach PPMI at the earliest and no later than **(07 days)** before commencement of the training course through concerned Ministries/Divisions/Departments/Organizations. In case, more than one nominations are to be made for a training course by an organization, it must be clearly indicated as **Principal and Alternate Candidate**.

1. Please also ensure that necessary telephone contact number (including Mobile Number) and Fax/Email ID of nominee(s)/nominating agency and controlling officer are given in the covering letter enabling PPMI for prompt communication with the concerned. The nominee should report to PPMI for participation in training course only after confirmation of his/her nomination by PPMI. Brief contents of the training courses are overleaf in case of any clarification regarding it Ch. Sajid Ali (Programme Officer), PPMI may be contacted at ppmicoordinator@gmail.com and on Ph: 051-9269769.

Yours sincerely,



(DR. MUHAMMAD ALI NOOR)
Director General, PPMI

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- v. Secretary, Planning and Development Department, Punjab, KP, Baluchistan, Sindh, GB, & AJK