

GOVERNMENT OF PAKISTAN
MINISTRY OF COMMERCE

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

Islamabad, the 27th January, 2023

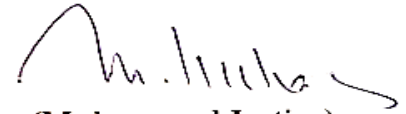
CIRCULAR

SUBJECT: TRAINING CALENDAR FOR THE MONTH OF FEBRUARY, 2023

Please find enclosed herewith a copy of self explanatory letter. No. 15/PAAATrainings/Ministries/2022/198 dated 24-01-2023 received from the Office of Auditor General of Pakistan, 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 **03-02-2023 positively**.

Encl: **As above**


(Muhammad Imtiaz)
Section Officer (HR-I)

✓
Database Administrator,
Ministry of Commerce,
Islamabad



HRM Wing

Office of the
AUDITOR GENERAL OF PAKISTAN.
Audit House, Constitution Avenue,
Islamabad.

hrm.dagg@gmail.com

F.15/PAAATrainings/Ministries/2022/198

Islamabad, the January 24, 2023

To


- 1- The Federal Secretaries, All Ministries / Divisions.
- 2- The Chief Secretaries Punjab / Sindh / KPK / Balochistan / GB.

Subject: **Training Calendar for the Month of February, 2023**

Pakistan Audit and Accounts Academy (PAAA) is conducting following training courses at Pakistan Audit and Accounts Academy (PAAA), Lahore during the month of February, 2023:

Sr. No.	Course Title	Days	Dates	Level	Timing
01-	Managing Inclusive Workplace (Gender / Special People etc.)	03	06-02-2023 to 08-02-2023	BPS-17 to BPS-19	09:00 AM Onwards
02-	Sustainable Development Goals (SDGs)	03	13-02-2023 to 15-02-2023	BPS-17 to BPS-19	09:00 AM Onwards

2- In this regard, nominations of BPS-17 to BPS-19 Officers may kindly be sent via email to scwingpaaa@gmail.com or by post to Director (Short Courses), Pakistan Audit and Accounts Academy (PAAA), Central Government Offices Building, Gurumangat Road, Gulberg-III, Lahore under intimation to this office. The nominations will be finalized on 'first come first served' basis. For any clarification, Director (Short Courses) may be contacted at the number 042-99263193.


Bismah Farrukh Khan
Director (HRM)

Copy to:

The Director (Short Courses), Pakistan Audit and Accounts Academy (PAAA), Lahore with a directions to limit the nominations to thirty (30).

GOVERNMENT OF PAKISTAN
MINISTRY OF COMMERCE

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

Islamabad, the 27th January, 2023

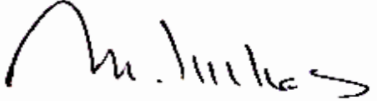
CIRCULAR

SUBJECT: TRAINING COURSE ON "DDO TRAINING & BUDGETING" AT PAAA, ISLAMABAD

Please find enclosed herewith a copy of self explanatory letter. No. 15/PAAATrainings/Ministries/2022/193 dated 20-01-2023 received from the Office of Auditor General of Pakistan, 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 **06-02-2023 positively**.

Encl: **As above**


(Muhammad Imtiaz)
Section Officer (HR-I)

✓
Database Administrator,
Ministry of Commerce,
Islamabad



HRM Wing

Office of the
AUDITOR GENERAL OF PAKISTAN.
Audit House, Constitution Avenue,
Islamabad.

hrm.dagp@gmail.com

F.15/PAAATrainings/Ministries/2022/193

Islamabad, the January 20, 2023


To

The Federal Secretaries, All Ministries / Divisions.

Subject: **Training Course on "DDO Training & Budgeting" at PAAA, Islamabad**

The Pakistan Audit and Accounts Academy (PAAA) is conducting a three (03) day training course on "**DDO Training & Budgeting**" from 20-02-2023 to 22-02-2023 at its regional centre in Islamabad.

2- In this regard, nominations of BPS-16 to BPS-19 Officers may kindly be sent latest by **13-02-2023** to Director, Pakistan Audit and Accounts Academy (PAAA), Office of the Auditor General of Pakistan, Constitution Avenue, G-5, Islamabad under intimation to this office. The nominations will be finalized on 'first come first served' basis as the training program is created for forty (40) participants. For any clarification, Director, PAAA, Islamabad may be contacted at the number **051-9202397**


Bismah Farrukh Khan
Director (HRM)

Copy to:

- 1- The Rector, Pakistan Audit and Accounts Academy (PAAA), Lahore.
- 2- The Director, Pakistan Audit and Accounts Academy (PAAA), Islamabad, with the directions of the Deputy Auditor General (A&C) to limit the nominations to forty (40).

GOVERNMENT OF PAKISTAN
MINISTRY OF COMMERCE

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

Islamabad, the 1st February, 2023

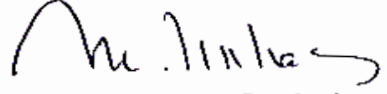
CIRCULAR

SUBJECT: THREE DAYS TRAINING WORKSHOP ON "PROFESSIONAL ETHICS FOR EFFICIENCY AND MANAGEMENT" FROM 13-15 FEBRUARY, 2023

Please find enclosed herewith a copy of self explanatory letter No. 1(9)/2022-23/WS/Sr.Lib dated 24-01-2023 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 may forward their nominations, duly approved by their respective Head (s) of Wing (s) to HR-I Section latest by **06-02-2023** positively.

Encl: As above


(Muhammad Imtiaz)
Section Officer (HR-I)

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



Ph:051-9255194
Fax:051-9255157

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

24, January, 2023

SUBJECT: THREE DAYS' TRAINING WORKSHOP ON "PROFESSIONAL ETHICS FOR EFFICIENCY AND MANAGEMENT" FROM 13-15 FEBRUARY, 2023

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

2. AHKNCRD plans to organize a three days training workshop on "Professional Ethics for Efficiency and Management" from 13-15 February, 2023. The major objectives of the training workshop are:

- To understand the basic concepts, terminologies and types of ethics at work places;
- To discuss role of professional ethics in efficiency and management at organizational level;
- To provide a forum for sharing of experiences and learning to participants coming from different organizations & parts of country regarding the subject;

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 the NCRD Hostel located within NCRD Complex, on the approved rates on double occupancy basis. Food expenses will be borne by the participants and staff will be 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 nominations of 3-4 suitable officers from your department/organization are sent to NCRD by February, 10th, 2023. 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.

Workshop Coordinator: Ms. Kiran Butt, Senior Librarian, Tel No.: 051-9255194 Fax. 051-9255157; E-mail: ibrary@ncrd.gov.pk, kiran.butt223@gmail.com

With regards,


(ISRAR MOHAMMAD KHAN)

Distribution to:

- Federal Secretaries, Ministries/Divisions, Islamabad.
- Chief Secretaries of Provinces/constituent 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, Gilgit Baltistan-Gilgit & AJ & k- Muzaffarabad).
- Deputy Commissioner (Punjab, Baluchistan, Sindh, Khyber Pakhtunkhwa, Gilgit Baltistan & Azad Jammu & Kashmir).
- Concerned Federal & Provincial Government Organizations/Departments.
- Vice Chancellor Public & Private Universities.
- Concerned IGOs, NGOs & CSOs.