

GOVERNMENT OF PAKISTAN  
MINISTRY OF COMMERCE

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No. 5(2)2025-Admn-I/-HR-I

Islamabad, the 30<sup>th</sup> October, 2025

CIRCULAR

SUBJECT: - FIVE DAYS TRAINING WORKSHOP ON "ETHICAL LEADERSHIP AND MANAGEMENT AT WORKPLACE" DECEMBER 01-05, 2025.

Deadline 21-11-2025

TRAINING COURSE ON "ALTERNATE ENERGY RESOURCES POTENTIAL & PROSPECTS," 10-14 NOVEMBER, 2025.


Deadline 05-11-2025

Please find enclosed herewith copies of self explanatory letters received from Akhtar 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 / relevant officers from Ministry 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. *Nominations received after the deadline will not be entertained.*

Encl: As Above

Database Administrator,  
Ministry of Commerce,  
Islamabad

  
(Aamir Waheed)  
Section Officer (HR-I)



Ph: 051-9255154  
Fax: 051-9255157

F. No. 2(8)/2025-26/TW/RO-II  
Government of Pakistan  
Establishment Division  
Akhtar Hameed Khan National Centre for Rural  
Development  
Park Road, Chak Shahzad, Islamabad

DIRECTOR GENERAL

October 13, 2025

**SUBJECT: FIVE DAYS TRAINING WORKSHOP ON "ETHICAL LEADERSHIP AND MANAGEMENT AT WORKPLACE" DECEMBER 01-05, 2025**

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 programmes 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 Department (NBD's) in order to improve their professional skills and promote sharing of experiences regarding rural development in Pakistan.

2. AHKNCRD is planning to organize a five days training workshop on "Ethical Leadership and Management at Workplace" from December 01-05, 2025. The major objectives of the training programme include:

- To have an overview of the concept of ethics, leadership and management;
- To discuss the role of ethical leadership and management skills at workplaces;
- To discuss leadership strategies for managing the organizational performance; and,
- To provide a forum for sharing of experiences with regard of ethical leadership & management issues.

3. No training fee will be charged for the training sessions; 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 and the 'first come, first serve' and double occupancy basis. Food arrangements will be made by the participants on self-finance basis for which staff is available in the Hostel.

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

5. It will be appreciated if nominations of 4-5 suitable officers from your department/ organization are sent to NCRD by 28<sup>th</sup> November, 2025. 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: Mr. Muhammad Ahsan Jamil, Research Officer

Telephone No.: 051-9255326, Fax No.: 051-9255157; E-mail: ro2@ncrd.gov.pk

With regards,

Sincerely,

(ISRAR MOHAMMAD KHAN)

**Distribution to:**

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



Ph: 051-9255154  
Fax: 051-9255157

F. No.1 (11)/2025-26/AD/(T-II)  
GOVERNMENT OF PAKISTAN  
ESTABLISHMENT DIVISION  
AHK NATIONAL CENTRE FOR RURAL DEVELOPMENT  
PARK ROAD, CHAK SHAHZAD, ISLAMABAD

DIRECTOR GENERAL

October 20, 2025

SUBJECT: TRAINING COURSE ON "ALTERNATE ENERGY RESOURCES: POTENTIAL & PROSPECTS," 10-14 NOVEMBER, 2025

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

2. AHKNCRD is planning to organize a five days' training course on "Alternate Energy Resources for Development" from November 10-14, 2025. The major objectives of the training programme include:

- To share concept and approaches of Alternate Energy Resources;
- To discuss Alternate Energy Resources as a solution to Energy Crisis in the country;
- To provide a forum for experience sharing with regard to Alternate Energy Resources available in different parts of 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 the NCRD Hostel located within NCRD Complex, on the approved rates and the 'first come, first served' and double occupancy basis. Food arrangements will be made by the participants on self-finance basis for which staff is available in the Hostel.

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

5. It will be appreciated if nominations of 4-5 suitable officers from your department/organization are sent to NCRD by July 27, 2025. The nomination letter is required to include:

Name	Designation	Department	Contact details	Email Address
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The coordinator may be contacted in case of any further queries.

Course Coordinator: Ms. Maira Razaq, (Assistant Director, AHKNCRD).  
Telephone: 051-9255194, E-mail: adi2@ncrd.gov.pk (Fax No: 051-9255157).

Sincerely,

(Israr Mohammad Khan)

Distribution to:

- Federal Secretaries, Ministries/Divisions, Islamabad/Rawalpindi.
- 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)
- Commissioners (Punjab, Sindh, Khyber Pakhtunkhwa, Baluchistan, Gilgit-Baltistan & Azad Jammu & Kashmir)
- Deputy Commissioners (Punjab, Sindh, Khyber Pakhtunkhwa, Baluchistan, Gilgit-Baltistan & Azad Jammu & Kashmir)
- Concerned Federal & Provincial Government Organizations/Departments
- Vice Chancellors of Public & Private Universities
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