

No. 2(17)/2011-Admn-I
Government of Pakistan
Ministry of Commerce & Textile Industry
(Commerce Division)



Islamabad, the 26th December, 2013

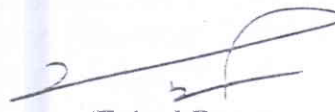
C I R C U L A R

A copy of D.O No.7/1/2013-MSW-IV(Trg)GPMS dated 13-12-2013 received from the Establishment Division, MSW, Islamabad regarding 3 days workshop on "**Government Performance Management System**" in collaboration with National Productivity Organization and Higher Education Commission, Islamabad for **officers in BPS-19 & BPS-20 or equivalent** from **8th to 10th January, 2013** at Higher Education Commission, Sector H-9, Islamabad.

2. The workshop aims at making the participants familiar with the Performance Management System based on the Results Framework Documents (RFD) enabling them to put into place a similar system or test the quality of their evaluation systems.

3. The interested officers in BPS-19 & BPS-20 or equivalent of this Division are requested to please sent their nominations duly recommended/approved by their Senior Officers to this Section latest by **27-12-2013** for onwards submission to the concerned Division. Those would be preferably appreciated who could act as Master Trainers/Resource Persons on the above mentioned subject. The schedule of the subject workshop program is enclosed herewith & the nomination form can be downloaded from the website: <http://www.msw.establishment.gov.pk>. The required nomination form will also be available on the Commerce Division's website: www.commerce.gov.pk.

4. It is pertinent to mentioned here that the workshop fee is Rs.5,000/- per participant, however the officers who are being paid directly from the Federal Consolidated Fund are exempted from the workshop fee.


(Fahad Raza)
Section Officer (Admn-I)

Forwarded to:-

- i. All officers in BPS-19 & BPS-20 or equivalent of the Ministry of Commerce & Textile Industry, Commerce Division, Islamabad.
- ✓ ii. Copy to Network Administrator with the request to upload the subject workshop, its schedule program and as well as nomination form on the Commerce Division's website.



No. 7(1)/2013/MSW-IV (Trg) GPMS
Government of Pakistan
Establishment Division
Management Services Wing

Director General
Phone: 051-9211537
Fax: 051-9204109
Email: taqwa58@hotmail.com

Islamabad, the 13th December, 2013

Subject:- Workshop on Government Performance Management System

Dear Mr. Secretary,

Management Services Wing of the Establishment Division is organizing a three days **Workshop on Government Performance Management System** in Collaboration with **National Productivity Organization** and **Higher Education Commission**, Islamabad. Importance of the subject can hardly be over emphasized as accountability for results requires an effective performance evaluation system, and there is a consensus among management experts that "what gets measured gets managed". Thus, ability to measure the performance of government organizations lies at the core of the concept of performance management. Pakistan used to be a forerunner in this field as we had a very effective Signaling System for Performance Management in place for the units operating under the Ministry of Production, in the mid 80's. Unfortunately, we could not maintain the system resulting in its becoming total ineffective. In contrast, such systems are working effectively in the comparative models i.e. India, Malaysia etc.

2. The workshop is scheduled to be held from 8th to 10th January, 2014 wherein reputed **speakers of National & International levels** would interact with the participants personally as well as through video conferencing (Indian model would be presented by Dr. Prajapati Trevedi and Signaling system of Pakistan would be presented by Mr. Istiqbal Mehdi, both practitioners of the models) at **Higher Education Commission, Sector H-9, Islamabad**. Program of the Workshop is placed at **Annex-I**. The Workshop has been designed for officers in BS-19-20 and equivalent from the Federal and Provincial Government Organizations including the Government of Azad Jammu & Kashmir (AJ&K) as well as officers from the Armed Forces of Pakistan.

3. The workshop aims at making the participants familiar with the Performance Management System based on the Results Framework Documents (RFD) enabling them to put into place a similar system or test the quality of their evaluation systems. Nominations on the prescribed form, placed at **Annex-II**, (also available on website <http://www.msw.establishment.gov.pk>) complete in all respects, may be forwarded to this office latest by 30th December, 2013.

4. The Workshop fee is Rs.5000/- (Rupees five thousand only) per participant which is payable through crossed cheque, bank draft or pay order drawn in favour of Drawing & Disbursing Officer (DDO) of Management Services Wing, Establishment Division, Islamabad. However, nominees of the Organizations being paid from the Federal Consolidated Fund are exempt from the payment of the Workshop Fee.

5. It would be appreciated if such officers are nominated for this Workshop who could subsequently act as Master Trainers/Resource Persons, on the subject. Since the number of seats are extremely limited, nominees may please be directed to report for this Workshop only after confirmation of their nominations from this office.

With regards,

Yours sincerely,



(Muhammad Shahid Siddiqui)

Secretary,
Commerce Division,
A Block, Pak Secretariat,
Islamabad



Workshop on

**Government Performance Management System
(GPMS)**

8th to 10th January, 2014

Organized By

**ESTABLISHMENT DIVISION
MANAGEMENT SERVICES WING
ISLAMABAD**

In Collaboration with

**National Productivity Organization (NPO)
Higher Education Commission (HEC)**

Workshop on
 "Government Performance Management System" (GPMS)
 8th to 10th January 2014

Program (Inshallah)

Day-1 (8 th January, 2014)	
I. Inaugural Session	
9:00-9:05	Tilawat-e-Quran
9:05-9:15	Introduction of the Course by Director General, MSW, Establishment Division
9:15-9:20	Welcome Address by CEO, NPO
9:20-9:25	Address by the Executive Director, Higher Education Commission
9:25-9:40	Key Note Speech by Dr. Ishrat Hussain, Ex-Governor State Bank
9:40-9:50	Address by the Chief Guest
9:50-10:15	Group Photograph followed by Tea Break

II. Regular Program		
Module-I: Enhancing Effectiveness and Accountability in the Public Sector Organizations – A Strategic Frame Work		
Regular Program	Topic	Speakers
10:15-11:45	<u>An overview of Government Performance Management System</u> <ul style="list-style-type: none"> ➤ The Strategic Management Model ➤ Total v/s measurable Performance Management Systems ➤ Exogenous Factors in Quality Performance Management ➤ Prioritizing the Performance Criteria ➤ Measurement of variance/ diversions from the Targets ➤ Institutional mechanism for monitoring, evaluation and feedback system 	Dr. Ishrat Hussain
11:45-12:00	Tea Break	

12:00-13:30	Government Performance Management in Pakistan - Historical perspective	Mr. Istiqbal Mendi, CEO Al-Aman Holding, Islamabad
13:30-14:00	Prayer and Lunch Break	
14:00-15:00	<u>Result Frame Work Documents (Performance Bench Marking)</u> <ul style="list-style-type: none"> > Vision, Mission and Objectives > Prioritizing the objectives and targets > Performance Agreements and Bench marking 	Mr. Istiqbal Mendi, CEO Al-Aman Holding, Islamabad
15:00-16:00	Institutional Framework for Performance Management	Mr. Muhammad Naeem ul Haq, Ex-Director General, MS Wing
16:00-16:30	Group Work on Results Framework Documents (Participants will work on Results Framework Documents for a Public Sector Organization)	<u>Briefing and Group Formation</u> <ul style="list-style-type: none"> > Mr. Muhammad Feroze Khan, DG-II and > Mr. Shahid Siddiqui, DG-IV MS-Wing

Day-2 (9th January, 2014)

Module-II: Overview of National/International Experience & Lessons

Timings	Topic	Speakers
09:00-11:00	The Signaling System-Performance Management System and its current application in Pakistan	Mr. Istiqbal Mehdi, CEO Al-Aman Holding, Islamabad
11:00-11:15	Tea Break	
11:15-13:30	Performance Management System in India <ul style="list-style-type: none"> > Results Framework Documents > Performance Information System > The Institutional Framework > Performance Incentive System > The Monitoring and Evaluation Systems 	Mr. Prajapati Trivedi, Secretary, Performance Management, Government of India
13:30-14:00	Prayer and Lunch Break	
14:00-15:45	Organizational Strategies for Performance Management	Mr. Prajapati Trivedi, Secretary, Performance Management, Government of India
15:45-16:00	Tea Break	
16:00-18:00	International Best Practices on Performance Management	Ms. Sunita Keker, Advisor, World Bank

Day-3 (10 th January, 2014)		
Timings	Topic	Speakers
09:00 -10:00	Corporate Law for SOEs	Mr. Masood Ali Naqvi, Senior Partner, KPMG
10:00 -11:30	Policy Options for Pakistan in Government Performance Management	Mr. Arshad Zaman, Former Chief Economist
11:30 – 13:00	<u>Group Work (including tea)</u> <u>Topics</u> <ul style="list-style-type: none"> > Review of Results – Framework Documents produced by Groups > Group Discussion on the documents prepared by each group <u>Format</u> <ul style="list-style-type: none"> > Discussions > Presentations > Conclusion & Way Forward 	<u>Panel of experts</u> Chairman Mr. Istiqbal Mehdi, <u>Members</u> <ul style="list-style-type: none"> > Mr. Muhammad Naeem ul Haq > Mr. Muhammad Feroz Khan > Mr. Muhammad Shahid Siddiqui
13:00 – 14:30	Break for Juma Prayers	

Closing Ceremony	
14:30 to 14:35	Recitation from Holy Quran
14:35 to 14:45	Course Report by the DG
14:45 to 15:00	Views of the participants
15:00 to 15:10	Certificates Distribution
15:10 to 15:30	Address by the Chief Guest
	Lunch



Government of Pakistan
Cabinet Secretariat
Establishment Division
(Management Services Wing)
Islamabad

PHOTOGRAPH

NOMINATION FORM

“National Workshop on Government Performance Management System”
(8th to 10th January, 2014)

Nominating organization: _____

Address of the nominating organization: _____

Particulars of the Nominee:

1. Name (Block Letters): _____
2. Designation & pay scale: _____
3. Date of birth: _____
4. Address: (i) Office _____
(ii) Residence: _____
5. Telephone: office: _____ Res: _____ Cell _____
Fax: _____ E..mail: _____
6. Educational Qualifications: _____
7. Training received (i) Local: _____
(ii) Foreign: _____
8. Date of joining service: _____
9. Occupational group/cadre: _____
10. Date of appointment to the present post: _____
11. Brief description of Present responsibilities: _____

Date: _____

Place: _____

Signature of Nominee

FOR OFFICIAL USE ONLY

Reference no:
Received on:
Checked by:
Approved /Not Approved

Signature and stamp of
Nominating Authority

Tele:
Fax: