

No. 2(3)/2011-Admn-I  
Government of Pakistan  
Ministry of Commerce



Islamabad, the 26<sup>th</sup> April, 2013

**CIRCULAR**

Subject: **SEMINAR ON "QUALITY & SAFETY MANAGEMENT OF AGRICULTURAL EXPORTS FOR DEVELOPING COUNTRIES ,2013" FROM 1<sup>ST</sup> JUNE TO 16<sup>TH</sup> JUNE,2013 HOTHHOT,INNER MONGOLIAN CHINA.**

The Government of People's Republic of China has offered the subject seminar to Pakistan for the government officials of BPS-17 or above scheduled to be held from **1<sup>st</sup> to 16<sup>th</sup> June, 2013**. The Application Form, FTC Proforma, Medical (Foreigner Examination Form), Undertaking Form & Surety Form will be available on EAD's website: [www.ead.gov.pk](http://www.ead.gov.pk).

2. It is therefore requested that nominations duly approved/endorsed by the respective heads of wings may kindly be furnished to the undersigned latest by **02-05-2013** for onward submission to EAD, Islamabad.



**(Dr. M. Adnan)**  
Deputy Secretary (Admn-I)

Government of Pakistan  
Economic Affairs Division  
\*\*\*\*\*

No. 3(39) EA/China-II/2013

Islamabad.

23<sup>rd</sup> April, 2013

**OFFICE MEMORANDUM**

**SUBJECT: 2013 SEMINAR ON QUALITY AND SAFETY MANAGEMENT OF AGRICULTURAL EXPORTS FOR DEVELOPING COUNTRIES, 2013 1<sup>ST</sup> JUNE TO 16<sup>TH</sup> JUNE, 2013 HOHHOT, INNER MONGOLIAN CHINA.**

The undersigned is directed to refer to this Division's O.M No. 2(1) EA/China-II/2013 dated 26<sup>th</sup> February, 2013 on the subject mentioned above and to state that Government of People's Republic of China has offered the training programmes to Pakistan for the government officials. Participant's qualification and requirement are as under:-

**Eligibility Criteria**

- Officials/technicians of BPS-17 or above from relevant departments / institutions. **(Contract employees are not allowed)**
- Up to 50 years for Director General and 45 years for Director.
- Proficiency in English.
- In good health free from any infectious disease.
- Families are not allowed to visit abroad along with the participant even at his/her own expense.

**Expenses**

The following expenses are to be borne by MOFCOM for the participants:

- Round-trip air tickets and transit allowance.
- Boarding and lodging in China.
- Local transportation fees incurred for all activities arranged by the Chinese organizer.
- Pocket money of 60-80 Yuan RMB per head per day for officials and technicians respectively.

The following expenses are to be borne by the Participants themselves:

- Excessive luggage charges during international and domestic travels.
- Post and telecommunications, passport and visa issuance.
- Buy spectacles, see the dentist, or go to beauty saloon.
- Examination, diagnosis, treatment and medicine of any chronic disease.

2. The following documents mentioned at (i) and (ii) must be attached with the nomination letter, without these documents the application will not be considered. The documents mentioned at (iii) to (vii) should also be sent to EAD by 9<sup>th</sup> May, 2013.

- i) **Application Form duly filled in by the nominee with office, residence and mobile phone number and fax numbers (two sets)**
- ii) **FTC Proforma**
- iii) **Medical (Foreigner Physical Examination Form) (two sets)**
- iv) **Two copies of valid passport.**
- v) **NOC or undertaking by the nominating authority that once nominated the candidate will not be withdrawn after selection.**
- vi) **Undertaking Form**
- vii) **Surety Bond**

**All the information available at [www.ead.gov.pk](http://www.ead.gov.pk)**

3. All Ministries / Divisions and Provincial P & D Departments must note the following points while nominating the candidates:-

- a) Most relevant candidates should be nominated for the subject training courses/seminars.
- b) Reference of EAD's File and Subject mentioned in the attached list should be made.
- c) If a candidate is nominated for more than one course, a separate letter of nomination and complete set of documents (Two sets) for each course/seminar should be sent to EAD
- d) Nomination of candidates should reach to EAD before the deadline mentioned against each course. Late arrival of nomination after the EAD's deadline will not be considered.
- e) The nomination papers complete in all respect should be forwarded to EAD through proper channel via their respective administrative Ministry / P & D Departments.

4. Moreover, Chinese side has informed that:-

- The flight ticket booking form be sent to AIBO/MOFCOM at least 5 days before starting/register time.
- The request for canceling or changing the flight tickets must reach to EAD at least 05 days before starting/register time.
- The cost of canceling or changing tickets to be burdened by the dispatching agency the nominees belong to.

  
(HAMID KARIM)  
Section Officer (China-II)  
Phone# 051- 9202050

**Distribution:**

No. 3(39) EA/China-II/2013

1. Secretary, M/o Commerce, Islamabad.
2. Secretary, National Food Security & Research Division, Govt. of Pakistan, Islamabad
3. Secretary, Industries & Commerce Department, Govt. of Punjab, Lahore.
4. Chairman, Pakistan Agriculture Research Council, Islamabad
5. Managing Director, Pakistan Agriculture Storage & Service Corporation Limited, Islamabad.
6. Secretary, S&GAD, Punjab, Lahore.
7. Secretary, SGA&CD, Sindh, Karachi.
8. Secretary, S&GAD, KPK, Peshawar.
9. Secretary, S&GAD, Balochistan, Quetta.
10. Secretary, S&GAD, AJK, Muzaffarabad.
11. Secretary, S&GAD, GP, Gilgit.
12. Additional Chief Secretary, P&D Deptt., Govt. of Punjab, Lahore.
13. Additional Chief Secretary, P&D Deptt., Govt. of Sindh, Karachi.
14. Additional Chief Secretary, P&D Deptt., Govt. of KPK, Peshawar.
15. Additional Chief Secretary, P&D Deptt., Govt. of Balochistan, Quetta.
16. Additional Chief Secretary, P&D Deptt., Govt. of AJK, Muzaffarabad.
17. Additional Chief Secretary, P&D Deptt., Gilgit Baltistan, Gilgit.
18. SO (Admn), EAD, Govt. of Pakistan, Islamabad.
19. Network/System Administrator, EAD, Islamabad

**Copy to :-**

1. Joint Secretary, (UN).
2. Deputy Secretary, (China)
3. Section Officer (UN-III).

No. 3(39) EA/China-II/2013