

Government of Pakistan
Ministry of Finance, Revenue
Economic Affairs, Statistics and Privatization

Islamabad, the February, 11 2014

No. M(1) SEA.2014

OFFICE MEMORANDUM

Subject: TRAINING PROGRAMME ON ENGLISH COURSE FOR DIPLOMACY FROM 19-30 MAY 2014 UNDER THE MALAYSIA TECHNICAL COOPERATION PROGRAMME (MTCP).

The undersigned is directed to say that the Government of Malaysia under Malaysian Technical Cooperation Programme (MTCP) has invited one nomination for the fully funded subject short term training programme starting from 19-30 May 2014, to be Organized by Institute of Diplomacy and Foreign Relations (IDFR) Malaysia. Application form for the subject training Programme may be downloaded through IDFR's web site: www.cas.idfr.gov.my

2. The eligibility criteria and objectives of the course are as under:

Eligibility Criteria

- Nominated by their Government;
- Basic university degree;
- Age 30- 35 years ;
- Three years or more of working experience in international affairs, international trade and economics, or security and Defenc management;
- Proficiency in the English language is mandatory
- Medically fit to attend the course
- Ability to work independently and in groups.

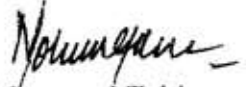
Objectives

- To Enhance general English Language proficiency in the four skills areas of listening, speaking, reading and writing
- To Improve proficiency in the use of English specifically in diplomacy and international relations
- To Strengthen their professional knowledge and diplomatic skills

Nomination of suitable candidates fulfilling the laid-down eligibility criteria prescribed by the sponsoring agency duly approved by the competent authority along with the following documents may kindly be forwarded to this Division by **APRIL 11, 2014** positively.

- 1) MTCP application form (Four copies)
- 2) Surety Bond / Undertaking One copy each
- 3) Foreign Training Committee (FTC) Profarma
- 4) Copy of Passport
- 5) Copy of NIC Card

4. Incomplete/late submission of documents/nomination will not be accepted. Moreover, any deliberate provision of wrong information on the part of the candidate shall be viewed seriously.



Muhammad Tahir
Section Officer (SEA)
Ph: 9202084 Fax: 9211822

- 1 Secretary, Ministry of Foreign Affairs , Government of Pakistan ,Islamabad
- 2 Secretary, Ministry of Commerce , Government of Pakistan Islamabad
- 3 Secretary ,Planning and Development Division, Government of Pakistan Islamabad
- 4 Secretary , Finance Division ,Government of Pakistan Islamabad
- 5 Secretary, Ministry of Education & Trainings, Government of Pakistan Islamabad
- 6 Secretary, Capital Administration and Development Division (CADD), Government of Pakistan Islamabad
- 7 Secretary, Ministry of Inter Provincial & Coordination Division, Islamabad
- 8 Chairman, Federal Board of Intermediate and Secondary Education, H-8/4, Islamabad
- 9 Director General, Federal Directorate of Education, G-9, Islamabad
- 10 Secretary, Defence , Government of Pakistan ,Rawalpindi
- 11 Secretary, Interior , Government of Pakistan ,Islamabad

Copy forwarded for similar action to:

1. Chairman, P&D Board, Govt. of Punjab, Lahore.
2. Additional Chief Secretary, P&D Deptt. Govt. of Sindh, Karachi.
3. Additional Chief Secretary, P&D Deptt. Govt. of Balochistan, Quetta.
4. Additional Chief Secretary, P&D Deptt. Govt. of KPK, Peshawar
5. Chief Secretary, Govt. of AJK, Muzaffarabad.
6. Chief Secretary, FATA Secretariat, Peshawar
7. Chief Secretary, Northern Areas, Gilgit Baltistan.
8. Secretary, S&GAD, Govt. of Punjab, Lahore.
9. Secretary, S&GAD, Govt. of Sindh, Karachi.
10. Secretary, S&GAD, Govt. of Balochistan, Quetta.
11. Secretary, S&GAD, Govt. of KPK, Peshawar.
12. Secretary, S&GAD, Muzaffarabad.
13. Secretary, S&GAD, Gilgit Baltistan
14. S.O (Adman), EAD

Cc:

1. Joint Secretary (EC.), EAD
2. Joint Secretary (Admin.), EAD
3. SO (UN-III)/Secretary (FTC), EAD
4. Network & System Administrator, EAD