

No. 2(16)/2015-HR&CP
Government of Pakistan
Ministry of Commerce



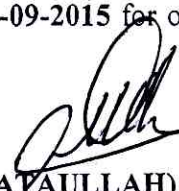
Islamabad, the 8th September, 2015

C I R C U L A R

Subject :- **ICT FOR THE IMPROVEMENT OF GOVERNMENT CAPACITY AND SERVICES, INFORMATION SYSTEM, SECURITY AND STRATEGY (D) SCHEDULED TO BE HELD FROM 27TH JANUARY 2016 TO 11TH JUNE, 2016 IN JAPAN:-**

The Japan International Cooperation Agency (JICA) has invited **two nominations** of suitable officers for the subject training course scheduled to be held from **27-01-2016 to 11-06-2016** in Japan. The nominees should fulfill the following criteria:-

- i) Be an ICT staff member involved or expected to lead the management and implement information security or a network specialist.
 - ii) Have minimum 3 years or equivalent experience as an **Application Developer** or a **Network Specialist**, experience in information security or related field would be desirable.
 - iii) Be a undergraduate or post graduate.
 - iv) Have a sufficient command of English in speaking and writing.
 - v) Be between the ages of 25 to 40 years recommendable.
 - vi) Be in good health, both physically and mentally, to participate in the program in Japan.
 - vi) Not be serving in the military service.
 - vii) Must have not attended any training course on similar topic provided by JICA or any other bilateral/multilateral/international donor.
2. The information about the program can be downloaded from the website: www.jica.go.jp/pakistan/english/index.html. Specimen of Surety Bond, Undertaking & FTC Performa may also be downloaded from the EAD's Website: www.ead.gov.pk under "Foreign Trainings" link in "Forms".
3. It is therefore requested that nominations of officers duly approved/endorsed by the respective heads of wings **along with the training Performa as circulated by the Admn-I Section on 02-07-2015** may kindly be communicated to the undersigned **latest by 11-09-2015** for onwards submission to EAD, Islamabad.


(ATAULLAH)
DD/Director (HR&CP)

Forwarded to:-

- i. All JSs/EC/DG (TP)/DG (DCW)/DG (TIS)/DG (STDC), Ministry of Commerce, Islamabad.
- ii. Copy to Network Administrator with the request to upload the subject training course on Ministry's website.

No 1(54) Japan-II/2015

Islamabad, August 24, 2015

OFFICE MEMORANDUM

Subject: **ICT FOR THE IMPROVEMENT OF GOVERNMENT CAPACITY AND SERVICES, INFORMATION SYSTEM, SECURITY AND STRATEGY (D)**

The undersigned is directed to state that the Japan International Cooperation Agency has offered the fully funded training course scheduled to be held w.e.f 27-01-2016 to 11-06-2016. All concerned Ministries/Departments are requested to send nominations of two (2) suitable officers who fulfill the following criteria to the undersigned by 15-09-2015 alongwith three (3) copies of prescribed JICA forms and one copy of each FTC proforma, surety bond, undertaking, CNIC and passport.

Program Objectives:

This course aims for each participant to become capable of designing and managing the information security system.

Eligibility criteria:-

The applicant should:

- Be an ICT staff member involved or expected to lead the management and implement information security or a network specialist
- Have minimum 3 years or equivalent experience as an **Application Developer** or a **Network Specialist**, experience in information security or related field would be desirable
- Be a undergraduate or post graduate.
- Have a sufficient command of English in speaking and writing.
- Be between the ages of 25 to 40 years recommendable.
- Be in good health, both physically and mentally, to participate in the program in Japan.
- Not be serving in the military.
- **Must have not attended any training course on similar topic provided by JICA or any other bilateral/multilateral/international donor.**

2. JICA Forms and specimen of surety bond, undertaking and FTC Proforma can be downloaded from EAD's Website www.ead.gov.pk under "Foreign Trainings" link in "Forms", and JICA application form also available on JICA Website www.jica.go.jp/pakistan/english/index.html



(Asghar Ali)

Section Officer (Japan-II)

Phone: 051-9206167

1. Director General, President's Secretariat (Public), Islamabad
2. Joint Secretary (Admn), Prime Minister's Office, Islamabad
3. Secretary, The Senate Secretariat, Islamabad
4. Secretary, The National Assembly Secretariat, Islamabad
5. Secretary, Wafaqi Mohtasib Secretariat, Islamabad
6. Secretary, Election Commission of Pakistan, Islamabad
7. Chairman, National Accountability Bureau, Islamabad
8. Secretary, Cabinet Division, Islamabad

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9. Secretary, Climate Change Division, Islamabad
10. Secretary, Commerce Division, Islamabad
11. Secretary, Communications Division, Islamabad
12. Secretary, Defence Division, Rawalpindi
13. Secretary, Defence Production Division, Rawalpindi
14. Secretary, Establishment Division, Islamabad
15. Secretary, Federal Education and Professional Trainings Division, Islamabad
16. Secretary, Finance Division, Islamabad
17. Chairman, Federal Board of Revenue, Islamabad
18. Secretary, Parliamentary Affairs Division, Islamabad
19. Secretary, Interior Division, Islamabad
20. Secretary, Planning Development and Reform Division, Islamabad
21. Secretary, Capital Administration & Development Division, Islamabad
22. Secretary, Aviation Division, Islamabad
23. Secretary, Statistics Division, Islamabad
24. Secretary, Privatization Division, Islamabad
25. Secretary, Textile Industry Division, Islamabad
26. Secretary, Foreign Affairs Division, Islamabad
27. Secretary, Housing & Works Division, Islamabad
28. Secretary, Industries and Production Division, Islamabad
29. Secretary, Information, Broadcasting and National Heritage Division, Islamabad
30. Secretary, IT & Telecom Division, Islamabad
31. Secretary, Inter Provincial Coordination Division, Islamabad
32. Secretary, Narcotics Control Division, Islamabad
33. Secretary, Kashmir Affairs and Gilgit Baltistan Division, Islamabad
34. Secretary, Law, Justice and Human Rights Division, Islamabad
35. Secretary, Overseas Pakistanis and Human Resource Development Division, Islamabad
36. Secretary, Petroleum & Natural Resources Division, Islamabad
37. Secretary, Ports and Shipping Division, Islamabad
38. Secretary, Railways Division, Islamabad
39. Secretary, Religious Affairs and Inter-faith Harmony Division, Islamabad
40. Secretary, Scientific & Technological Research Division, Islamabad
41. Secretary, States and Frontier Regions Division, Islamabad
42. Secretary, Water & Power Division, Islamabad
43. Secretary, National Health Services, Regulation and Coordination Division, Islamabad
44. Secretary, National Food Security and Research Division, Islamabad
45. Joint Secretary (Admn), Economic Affairs Division, Islamabad

Copy with the request to send their nominations through their controlling Ministries /Divisions/ Departments.

46. Chairman, National Database Registration Authority (NADRA), Islamabad.
47. Chairman, Pakistan Telecommunication Authority (PTA), Islamabad.
48. Director General, Federal Investigation Agency (FIA), Mauve Area, G-9/4, Islamabad.
49. Chief Commissioner, Islamabad Capital Territory, F-8 Markaz, Islamabad

CC.

50. Section Officer (UN-III), EAD.
51. System Analyst (Computer Center), EAD.