

No. 2(16)/2015-Admn-I
Government of Pakistan
Ministry of Commerce



Islamabad, the 12th October, 2015

C I R C U L A R

Subject: **SMALL AND MEDIUM ENTERPRISES DEVELOPMENT POLICIES (A),
SCHEDULED TO BE FROM 14-02-2016 TO 12-3-2016 IN JAPAN.**

Economic Affairs Division's has informed that the Japan International Cooperation Agency has offered the nomination of **One suitable officer** for the **fully funded** training course "**Small and Medium Enterprises Development Policies (A)**" scheduled to be held **from 14-02-2016 to 12-03-2016 in Japan**. The applicant must fulfill the following eligibility criteria:-

- i. This program is offered to officials working in government or implementing organizations for SMEs development, willing to acquire comprehensive knowledge about SMEs policy and promotion measures to become SME experts.
- ii. Have more than 2 years experience in the field of SME promotion.
- iii. Be a graduate of University or equivalent.
- iv. Have a competent command of spoken and written English during the program, participants are required to presentations have discussions and write reports in English. English listening, speaking and reporting skills are essential for this program.
- v. Must be in good health both physically and mentally to participate in the program.
- vi. Must not be serving any form of military service.
- vii. Be under age of forty (40) years preferably.

JICA application Forms and specimen of surety bond, undertaking and FTC Proforma can be downloaded from the EAD's websites: **www.ead.gov.pk** and also available on JICA website **www.jica.go.jp/pakistan/english/index.html**.

The nominations may be duly approved/recommended by the respective senior officers and furnished to this office latest by **19-10-2015, along with training Proforma as circulated by the Admn-I Section, dated 02-07-2015.**



(ATAULLAH)
Director (HR&CP)

GOVERNMENT OF PAKISTAN
MINISTRY OF FINANCE, REVENUE,
ECONOMIC AFFAIRS, STATISTICS & PRIVATIZATION
(ECONOMIC AFFAIRS DIVISION)

No 1(67) Japan-II/2015

Islamabad, the October 5, 2015

OFFICE MEMORANDUM

Subject: SMALL AND MEDIUM ENTERPRISES DEVELOPMENT POLICIES(A)

The undersigned is directed to state that the Japan International Cooperation Agency has offered fully funded training course scheduled to be held in Japan w.e.f 14-02-2016 to 12-03-16. All concerned Ministries/Departments are requested to send nominations of one (01) suitable officer who fulfill the following criteria to the undersigned by 10.11.2015 alongwith three (3) copies of prescribed JICA forms, surety bond and undertaking.

Program Objectives:

An action plan to promote SMEs development will be formulated based on the learning obtained from the training by the participant's organization.

Eligibility criteria:-

The applicant should:

- This program is offered to officials working in government or implementing organizations for SMEs development, willing to acquire comprehensive knowledge about SMEs policy and promotion measures to become SME experts.
- Have more than 2 years experience in the field of SME promotion.
- Be a graduate of university or equivalent.
- Have a competent command of spoken and written English during the program, participants are required to presentations have discussions and write reports in English: English listening speaking and reporting skills are essential for this program.
- Must be in good health both physically and mentally to participate in the program.
- Must not be serving any form of military service.
- Be under age of forty (40) years preferably.

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 also available on JICA Website www.jica.go.jp/pakistan/english/index.html


(Imtiaz Hussain)

Section Officer (Japan-II)
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1. Secretary, Ministry of Planning Development and Reforms Islamabad.
2. Secretary, Ministry of Industries and Production, Islamabad.
3. Secretary, Ministry of Commerce. Islamabad.
4. Chairman, Board of Investment, Islamabad.
5. Chairman, Planning & Development Board, Government of Punjab, Lahore.
6. Addl. Chief Secretary, Planning & Development Department, Government of Sindh, Karachi.
7. Addl. Chief Secretary, Planning & Development Department, Government of KPK, Peshawar.
8. Add: Chief Secretary, Planning and Development Department, Govt: of Balochistan Quetta.

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