

No. 2(6)/2015-Admn-I  
Government of Pakistan  
Ministry of Commerce



Islamabad, the 23<sup>rd</sup> January, 2015

**CIRCULAR**

Subject: **TRAINING PROGRAM ON "DIPLOMATIC TRAINING COURSE FOR INTERNATIONAL PARTICIPANTS " FROM 23<sup>RD</sup> FEBRUARY TO 13<sup>TH</sup> MARCH, 2015 UNDER THE MALAYSIA TECHNICAL COOPERATION PROGRAMME (MTCP):**

Economic Affairs Division's has informed that the Malaysian Technical Cooperation Programme (MTCP) has invited **two** nominations for the fully funded short term training programme scheduled to be held from **23<sup>rd</sup> February to 13<sup>th</sup> March, 2015**. The nominees must fulfill the following eligibility criteria:-

- i. **Junior to Mid-Career Diplomats and Government Officers whose tasks and functions are related to Diplomatic and International Relations.**
  - ii. **Have a Basic University Degree.**
  - iii. **Below 35 years of age.**
  - iv. **Three years or more of working experience in International Affairs/Relations or International Trade.**
  - v. **Proficiency in English language.**
  - vi. **Medically fit and**
  - vii. **Ability to work independently and in group.**
2. The application form of the subject training programme can be downloaded from the website: <http://cas.idfr.gov.my>.
3. Keeping in view the deadline for nominations, it is requested that nominations of suitable officers fulfilling the required eligibility criteria duly approved/endorsed by the respective heads of Wings **along with their detailed C.V, in which the details of trainings/ courses/seminars etc already attended by the officer** may kindly be communicated to the undersigned latest by **26-01-2015** for onwards submission to EAD, Islamabad.

(Muhammad Usman Ghani)  
Section Officer (Admn-I)

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



No. 3(2) SEA.2015.

Islamabad, the January 21, 2015.

**OFFICE MEMORANDUM**

Subject: **TRAINING PROGRAM ON DIPLOMATIC TRAINING COURSE FOR INTERNATIONAL PARTICIPANTS FROM 23 FEBRUARY – 13 MARCH, 2015 UNDER THE MALAYSIA TECHNICAL COOPERATION PROGRAMME (MTCP)**

The undersigned is directed to say that the Malaysia Technical Cooperation Program (MTCP) will be organizing the fully funded subject training program and has invited **Two (02)** nominations for the said programme scheduled from 23<sup>rd</sup> February to 13<sup>th</sup> March, 2015. Application form for the subject training Programme may be downloaded from <http://cas.idfr.gov.my>

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

**Eligibility Criteria.**

- Junior to mid-career diplomats and government officers whose tasks and functions are related to diplomatic and international relations.
- Have a basic university degree
- Below 35 years of age.
- Three years or more of working experience in international affairs/relations or international trade.
- Proficient in English language.
- Medically fit; and
- Ability to work independently and in group.

**Objectives**

To enhance their knowledge and diplomatic skills in conduct of diplomatic and foreign relations.

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 January 26, 2015 positively.

- |                                      |                                  |
|--------------------------------------|----------------------------------|
| 1. Application form (duly filled in) | Four copies                      |
| 2. Proforma for Foreign Training     | One copy (duly filled & signed ) |
| 3. Surety Bonds                      | One copy (each)                  |
| 4. Undertaking.                      | One copy (each)                  |
| 4. Passport Copy                     | Four Copy                        |
| 5. Copy of National Identity Card    | Four copy                        |

4. Incomplete documents/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.

  
( Riaz Ali Maitlo )  
Section Officer (SEA)  
Ph: 9202084/Fax 9211822

1. The Secretary, Ministry of Foreign Affairs, Islamabad.
2. The Secretary, Ministry of Commerce, Islamabad.

Copy forwarded for similar action to:-

1. Joint Secretary (Training), Establishment Division, Islamabad
2. Section Officer (Admn), EAD

Cc:

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