



Islamabad, the 4th August, 2015

C I R C U L A R

Subject: **COURSE ON "HUMAN RESOURCE DEVELOPMENT AND MANAGEMENT IN THE PUBLIC SECTOR" SCHEDULED TO BE HELD FROM 12TH TO 15TH OCTOBER, 2015 AT THE ASIA MIDDLE EAST DIALOGUE (AMED) REGIONAL TRAINING CENTRE FOR PUBLIC ADMINISTRATION (RTCPA) IN DOHA, QATAR UNDER THE SINGAPORE-QATAR THIRD COUNTRY TRAINING PROGRAM (TCTP):**

Copy of the Economic Affairs Division's O.M No. 4(27)SEA/2015 dated 30-07-2015 is forwarded for information/necessary action and to state that the Government of Singapore has invited **nominations** for the **partly funded** training course on "**Human Resource Development and Management in the Public Sector**" scheduled to be held from **12th to 15th October, 2015** in Doha(Qatar) under the Singapore-Qatar Third Country Training Program (TCTP).

2. The eligibility criteria for the subject training course are given as below:-

- i. **Mid to senior government officials.**
- ii. **Proficient in spoken and written English.**
- iii. **In good health**

3. It may be noted here that the training course is **partly funded as the cost of travel including airfare accommodation and other local and incidental expenses for the participants would be borne by the nominating government.**

4. It is therefore requested that the nominations of officers duly approved/endorsed by the respective heads of wings may kindly be furnished to Admn-I Section **along with training performa as circulated by the Admn-I Section on 02-07-2015** up to **07-08-2015 positively**. The application form of the training course can be downloaded from the EAD's website: **www.ead.gov.pk**.


(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 the Ministry's website.

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



No. 4(27)SEA/2015

Islamabad the July 30, 2015

OFFICE MEMORANDUM

SUBJECT: - **COURSE ON "HUMAN RESOURCE DEVELOPMENT AND MANAGEMENT IN THE PUBLIC SECTOR" TO BE HELD FROM 12-15 OCTOBER, 2015 AT THE ASIA MIDDLE EAST DIALOGUE (AMED) REGIONAL TRAINING CENTRE FOR PUBLIC ADMINISTRATION (RTCPA) IN DOHA, QATAR. UNDER THE SINGAPORE - QATAR THIRD COUNTRY TRAINING PROGRAM (TCTP)**

The undersigned is directed to say that the Government of Singapore has invited **Three** nominations for the above **partly funded** training course. The Government of Singapore will bear the costs of the training fees, as well as the instructor's airfares, insurance and accommodation and the Government of Qatar will bear the cost of necessary training facilities (including classrooms, training aids, translation and utilities. **The cost of travel including airfare accommodation, and other local and incidental expenses for each participant would be borne by the nominating government.** The application form may be downloaded by EAD's web site: www.ead.gov.pk.

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

Eligibility Criteria

- Mid to senior level government officials.
- Proficient in spoken and written English.
- In good health.

Objective

- Appreciate the strategic importance of human resource management (NRM), planning and development in the public sector.
- Describe the philosophy and principles behind HRM in the public sector.
- Analyze the need for alignment in human resource policies and strategies with organizational policies and strategies.

3. Nomination of suitable candidates fulfilling the laid-down eligibility criteria prescribed by the sponsoring agency duly approved by the competent authority alongwith following documents may be forwarded to this Division by **10th August, 2015** positively.

- | | | |
|----|---------------------------------------------------------------|--------------------------|
| 1. | Application form (duly filled in) | four copies |
| 2. | Profarma for Foreign Training | One copy |
| 3. | Surety Bonds | One copy (each original) |
| 4. | Undertaking. | One copy (each original) |
| 5. | An Undertaking by the participant to bear Round Trip Airfare. | One copy (original) |
| 6. | Passport Copy | One copy |
| 7. | Copy of National Identity Card | One copy |

3.8 JS(AT)
Circulate
2/3
Dir (CP)
24/08/2015

Dy. No. 4(27)SEA/2015
Dated: 30-08-2015

6535 JS Admin/MS
Dy. No. 3-8-15
ATE: 3-8-15

5992
Dy. No. 3-8-15

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


(Riaz Ali Maitlo)
Section Officer (SEA)

1. Secretary, Cabinet Division, Islamabad
2. Secretary, Establishment Division, Islamabad
3. Secretary, Capital Administration and Development Division, Islamabad
4. Secretary, Commerce Division, Islamabad
5. Secretary, Ministry of Communications, Islamabad
6. Secretary, Ministry of Defence, Government of Pakistan, Rawalpindi
7. Secretary, Statistics Division, Islamabad
8. Secretary, Finance Division, Islamabad
9. Secretary, Planning Development & Reforms, Islamabad
10. Secretary, Ministry of Housing and Works, Islamabad
11. Secretary, Ministry of Law, Justice & Human Rights, Islamabad
12. Secretary, Ministry of Industries & Production, Islamabad
13. Secretary, Ministry of Information, Broadcasting and National Heritage, Islamabad.
14. Secretary, Ministry of Information Technology and Telecommunication, Islamabad.
15. Secretary, Ministry of National Health Services Regulations and Coordination, Islamabad
16. Secretary, Ministry of National Food Security and Research, Islamabad
17. Secretary, Ministry of Overseas Pakistanis and Human Resource Development, Islamabad
18. Secretary, Ministry of Petroleum and Natural Resources, Islamabad
19. Secretary, Privatization Division, Islamabad
20. Secretary, Ministry of Education, Trainings and Standards in Higher Education, Islamabad
21. Secretary, Climate Change Division, Islamabad.
22. Secretary, Ministry of Science and Technology, Islamabad
23. Secretary, Ministry of States and Frontier Regions, Islamabad
24. Secretary, Textile Industry Division, Islamabad
25. Secretary, Ministry of Water and Power, Islamabad
26. Chairman, Federal Board of Revenue, Islamabad
27. Chairman, Board of Investment, Islamabad
28. Chairman, Higher Education Commission, Islamabad

Copy forwarded for similar action to:-

1. Chairman P&D Board, Govt. of the Punjab, Lahore
2. Additional Chief Secretary, P&D Deptt., Government of Sindh, Karachi
3. Additional Chief Secretary, P&D Deptt., Government of KPK, Peshawar
4. Additional Chief Secretary, P&D Deptt., Government of Balochistan, Quetta
5. Additional Chief Secretary, P&D Deptt., Govt. of AJK, Muzaffarabad
6. Secretary, P&D Deptt., Northern Areas, Gilgit.
7. Secretary, P&D FATA Secretariat, Peshawar.
8. Joint Secretary (Training) Establishment Division, Islamabad.
9. Section Officer (Admn), EAD

Cc:

1. Joint Secretary (Admin.), EAD
2. Secretary (FTC), EAD
3. Network & System Administrator, EAD