

THIS APPLICATION IS FREE OF CHARGE AND MAY BE REPRODUCED WITHOUT PERMISSION



**SABIT**  
Special American Business Internship Training Program  
A Program of the U.S. Department of Commerce



**SUPPLY CHAIN**

March 14 – March 28, 2015

The U.S. Department of Commerce's Office of South Asia (OSA) and its Special American Business Internship Training Program (SABIT) have established a program to train up to 18 Supply Chain specialists from Pakistan. SABIT has successfully trained over 5,000 executives and scientists from South Asia, Eurasia, Northern Ireland, Latin America, Africa and the Middle East. SABIT provides trainees the opportunity to become familiar with a U.S. industry sector and its regulations, establish valuable business relationships, learn about innovative technologies, equipment, and services, and come to understand market-based business concepts.

The program will be two weeks in length, beginning with one week of training which may include sessions on policy, legislation, standards, certification, business plan development, cross-cultural negotiations and management for global business. This will be followed by a week of site visits and a visit to a trade show.

This program is designed for professionals in the Supply chain industry. Applicants for this SABIT program must be in positions of significant responsibility in their employing organizations and have several years of industry experience to be considered for participation. **The program will be conducted in English. Fluency in English is required.**

Applications must be accompanied by a letter from the candidate's supervisor in his or her employing organization which contains the following: A description of the Applicant's present duties and permission for the Applicant to participate in the program. Applicants should also enclose a recent photograph, passport-size if possible. **There are no fees of any kind associated with this application. There is no cost for applying, processing the application, or being selected to participate in the program.**

Applicants are screened and selected by the U.S. Department of Commerce based on their professional and educational achievements and experience in specific industrial sectors. SABIT and the OSA Washington offices will make final determinations regarding which applicants are selected for training.

For those selected to participate in this program, the U.S. Government will pay for round-trip airfare from a designated site in Pakistan or a neighboring country to the United States, lodging, a comprehensive training program, emergency medical insurance, and a stipend to defray the costs for meals and incidental expenses. Each participant must provide his or her own transportation to the designated departure site and possess a valid international passport on which to travel. Each participant will travel on a U.S. visa, which prohibits the receipt of a salary or honorarium.

This information collection contains requirements subject to the Paperwork Reduction Act (PRA). Notwithstanding any other provisions of the law, no person is required to respond to, nor shall any person be subject to penalty for failure to comply with, a collection of information subject to the requirements of the PRA, unless that collection of information displays a currently valid OMB Control Number. The estimated response time for this collection is three hours. The response time includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this estimate or any other aspects of this collection of information, including suggestions for reducing the length of this questionnaire, to the International Trade Administration, Attn: Reports Clearance Officer, via email at [jacqueline.harris@trade.gov](mailto:jacqueline.harris@trade.gov) or telephone (202) 482-4011.

THIS APPLICATION IS FREE OF CHARGE AND MAY BE REPRODUCED WITHOUT PERMISSION

Participants are responsible for the cost of the U.S. visa. SABIT participants may not seek permanent employment in the United States. Participants may not be accompanied by their families. Upon completion of their training, participants must immediately return to Pakistan with the delegation. Participants may not extend their stay in the United States after the training.

Any misrepresentation on the part of the Applicant either orally or in writing will automatically be grounds for disqualification or expulsion from the program whether the participant is already selected or in the United States.

**APPLICATIONS MUST BE RECEIVED NO LATER THAN DECEMBER 5, 2014**

Completed applications should be scanned and emailed to [sabit@trade.gov](mailto:sabit@trade.gov) or faxed to the SABIT-Washington office at 202.482.2443.

For questions, please contact Tracy Rollins at the above email address or at 202.482.0073 during the hours of 09:00 to 16:30 Eastern Standard Time (UTC-5).

**PLEASE READ ALL INSTRUCTIONS BEFORE STARTING THE APPLICATION:**

- The **Application** should be completed electronically. Answer all of the questions. If you need extra space for the questions beginning on page 8 please use another page and attach it to the application. If you don't have an answer to a question, please write N/A (Not Applicable). *Phone numbers should include the country code, city code and the telephone number.*
- Please provide a **recommendation letter**. The letter should be on company letterhead from your supervisor. It should include permission to participate on the program and should list the dates: March 14 – March 28, 2015. It must be signed.
- Please provide a copy of your passport. If you already have a U.S. visa, please provide a copy of that as well.
- **There are no fees of any kind associated with this application. There is no cost for applying, processing the application, or being selected to participate in the program.**

*The SABIT program does not discriminate in training on the basis of sex, race, color, age, religion, national origin, or handicap. This policy is consistent with relevant U. S. governmental statutes and regulations*