



Islamabad, the 14<sup>th</sup> May, 2015.

**C I R C U L A R**

Subject: - **THREE DAYS TRAINING PROGRAMS IN NAM/COA & SAP FOR STAFF OF MINISTRIES/DEPARTMENTS.**

Audit and Accounts Training Institute (AATI), department of Auditor General of Pakistan Islamabad has planned a three days training program in the area of SAP R/3. New Accounting Model (NAM/ Chart of Accounts for staff/Officers of Ministries/Departments from 26-05-2015 to 28-05-2015. Following are the courses objectives.

- i). Introduction to NAM, Chart of Accounts and Systems, Application and Products (SAP).
- ii). Expenditure and Commitment Accounting, SAP Navigation.
- iii). Entering budget in the SAP system, printing of reports for various purposes.

2. The interested officers/officials of this Ministry are requested to please sent their nominations/consent duly recommended/approved by their respective Senior Officers to this Section latest by **18-05-2015** .For further information please contact on Phone No. **015-9252397**, Director, Audit and Accounts Training Institute (AATI), Islamabad.

*Owais Hussain Farooqi*

**(Owais Hussain Farooqi)**  
Section Officer (Admn-I)

Forwarded to:-

**All Officers/Officials of the Ministry of Commerce**