



Government of Pakistan
Ministry of Professional and Technical Training
Pakistan Manpower Institute

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Shahrah-e-Suhrawardy
Near Zero Point
Islamabad:
Ref.No. Admn.8(85)/12-CT
Dated 12th July, 2012

Director General

Subject:- COMPUTER TRAINING COURSE ON : "E-COMMERCE FOR BEGINNERS"(27-31ST AUGUST, 2012)

Dear Sir/Madam,

Pakistan Manpower Institute (PMI) organizes training courses in the wide spectrum of development and utilization of human resources and Information Technology for the officers/executives from public and private sector organizations and non-governmental organizations (NGOs) all over Pakistan.

PMI has planned to organize a training course on "E-commerce for Beginners (27-31st August, 2012)". The objective of the course is to upgrade the skills of the participants and to familiarize them with the latest tools & techniques in the field of Information Technology. After attending the course, the participants will have knowledge of basic computer applications and will be able to know about E-commerce & E-business.

You are requested kindly to send nomination(s) for the course from your organization of the personnels having some basic knowledge in the related field. **Timing of the course will be from 0900 to 1130 a.m. The Institute is not charging any fee for this course.** However, TA/DA, accommodation if involved, will be provided to the participants by their respective organizations. Your personal interest in the matter will be highly appreciated.

Mr. Asif Safdar (Ph. 9252552), Assistant Director/Course Coordinator may be contacted for further information, if any. **Contact/fax numbers of nominating agencies/nominees, if provided, will facilitate us in confirmation and also for making future correspondence.**

Yours sincerely,


(Muhammad Azam)

MOST IMMEDIATE

No. 2(13)/2009-Admn-I
Government of Pakistan
Ministry of Commerce



Islamabad, the 2nd August, 2012

CIRCULAR

Copy of Pakistan Manpower Institute's letter No.8(85)/12-CT, dated 12-07-2012 is forwarded with the request that nomination of suitable officers, duly approved/recommended by their respective senior officers may kindly be furnished to Admn-I Section latest by **10-08-2012**.


(MARIA KAZI)
Section Officer (Admn-I)