



Subject: **TRAINING COURSES /SEMINAR /WORKSHOP SCHEDULE FOR THE MONTH OF JUNE, 2014:**

The Pakistan Manpower Institute (PMI) has invited nominations for the under mentioned 6(six) training courses scheduled to be held in the month of June, 2014 for five hours starting from 09:00 a. m to 2:00 p.m: -

| <b><u>Sr. No.</u></b> | <b><u>Name of Course/Seminar</u></b>               | <b><u>Duration</u></b>                          |
|-----------------------|--|---|
| 1.                    | Human Resource Development and Policy Making       | 2 <sup>nd</sup> - 5 <sup>th</sup> June, 2014    |
| 2.                    | Organizational Development and Conflict Management | 9 <sup>th</sup> -12 <sup>th</sup> June, 2014    |
| 3.                    | HRD and Educational Planning                       | 16 <sup>th</sup> - 19 <sup>th</sup> June, 2014  |
| 4.                    | Transparency and Accountability                    | 23 <sup>rd</sup> - 25 <sup>th</sup> June, 2014  |
| 5.                    | Financial Discipline                               | 26 <sup>th</sup> - 27 <sup>th</sup> June , 2014 |
| 6.                    | How to Improve the Image of Country                | 30 <sup>th</sup> June , 2014                    |

2. The nominations of suitable officers in BPS-17 and above along with their E-Mail Address for the above courses may be sent to this Section at least 15 days before commencement of the desire course with the approval of respective Senior Officers.



(Muhammad Suleman Mahsud)  
Section Officer (Admn-I)



Government of Pakistan  
Ministry of Education, Training and Standards in Higher Education  
**PAKISTAN MANPOWER INSTITUTE**  
Shahrah-e-Suhrawardy near Zero Point  
Islamabad, Dated 5<sup>th</sup> May, 2014

**DIRECTOR**

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**SUBJECT: TRAINING COURSES/SEMINAR/WORKSHOP SCHEDULE FOR THE MONTH OF JUNE 2014.**

Dear Sir,

Pakistan Manpower Institute (PMI) arranges a series of training courses/seminars/workshops in the wide spectrum of Human Resource Development and labour related issues. These programmes are organized for the Officers and Executives from Public and Private Sector Organizations dealing with human resource development and management. The purpose of organizing such activities is to disseminate information to the participants and enhance their prowess with regard to the issues in the area.

2. The institute has planned to organize 6 programmes in the Month of June, 2014 as listed below.

| S. No | Name of Course/Seminar                             | Duration                    | Course Coordinator                                    |
|-------|--|-----------------------------|---|
| 1.    | Human Resource Development and Policy Making       | 02-05, June 2014            | Mr. Javaid Iqbal, (Director)<br>051-9252546           |
| 2.    | Organizational Development and Conflict Management | 09-12, June 2014            | Ms. Farhat Shafiq (Assistant Director)<br>051-9252555 |
| 3.    | HRD and Educational Planning                       | 16-19, June 2014            | Mr. Javaid Iqbal, (Director)<br>051-9252546           |
| 4.    | Transparency and Accountability                    | 23-25, June 2014            | Mr. Tariq Qamar (Director)<br>051-9252594             |
| 5.    | Financial Discipline                               | 26-27, June 2014            | Mr. Tariq Qamar (Director)<br>051-9252594             |
| 6.    | How to Improve the Image of Country                | 30 <sup>th</sup> June, 2014 | Mr. Asif Safdar (Assistant Director)<br>051-9252552   |

3. You are requested to send nomination(s) of suitable officers of BS-17, and above for the above stated events from your organization. Nominees are required to bring their one recent passport size photograph and copy of their official identity card along with them for the registration purpose. Timing of the courses/seminar will be from 0900 to 1400. The Institute is not charging any fee for above mentioned courses/seminar. However, TA/DA & accommodation facility, if involved, will be provided to the participants by their respective organization. The nomination of nominees should be forwarded to this Department on the format given below.

| S.No | Name & Designation | Name of Course/Seminar | Contact No. | Email Address |
|------|--------------------|------------------------|-------------|---------------|
| 1.   |                    |                        |             |               |

4. Your personal interest in the matter will be highly appreciated, for further information please contact to the above mentioned, respective, course coordinator for the courses as mentioned against them in table at Para 2.

With regards.

Yours sincerely,

Secretary,  
Commerce Division, Ministry of Commerce and  
Textile Industry, Block "A", Pak. Secretariat, Islamabad

  
(Tariq Qamar Baloch)