

MOST IMMEDIATE

No. 2(13)/2015-Admn-I
GOVERNMENT OF PAKISTAN
MINISTRY OF COMMERCE



Islamabad, the 10th September, 2015

CIRCULAR

Copy of Pakistan Planning and Management Institute, Ministry of Planning, Development & Reform, Planning Commission's D.O letter No. 2(27-A)PPMI/PD/15, dated 17-08-2015 is forwarded with the request that nomination of suitable officers in BPS-17 and above working on the relevant assignments **along with their brief C.V (one page)**, duly approved/recommended by their respective officers for the training courses of **2nd Quarter (October-December, 2015)** may kindly be furnished to Admn-I Section at least 10 days before the commencement of each training course.


(ATAULLAH)
Director (HR&CP)

All Officers, Ministry of Commerce, Islamabad.



GOVERNMENT OF PAKISTAN
PLANNING COMMISSION
MINISTRY OF PLANNING, DEVELOPMENT AND REFORM
PAKISTAN PLANNING AND MANAGEMENT INSTITUTE
PPMI Complex, St. No. 1, Sector H-8/1, Islamabad. Tel: 051-9258323, Fax: 051-9258324

No.2(27-A)PPMI/PD/15

Islamabad, the 17th August, 2015

Subject: TRAINING CALENDAR FOR 2nd QUARTER (OCTOBER TO DECEMBER, 2015)

Dear Sir / Madam,

Pakistan Planning and Management Institute (PPMI), Ministry of Planning, Development and Reform, Government of Pakistan invites nominations of suitable officers in BPS-17 and above working on relevant assignments for the following courses to be organized during 2nd Quarter (October to December, 2015):

S. No.	Course Name	Dates
1.	Public Procurement Policies and PPRA Rules	6-9 October, 2015
2.	Pakistan Vision 2025, Salient features and implementation	27-30 October, 2015
3.	Time Management	3-6 November ,2015
4.	Performance Management in Public Sector Organizations	23-26 November ,2015
5.	Project Planning, Monitoring, Evaluation and Development of Key Performance Indicators (KPIs)	7-18 Dec, 2015

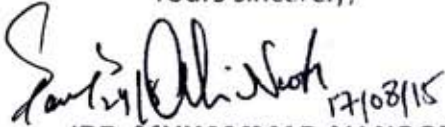
2. It is clarified that no fee is charged from the Government officers. However, other expenditure to be incurred on travelling, boarding and lodging etc of participants will be borne by the nominating Ministries/Divisions/Departments/Organizations.

3. The nominations of relevant officers along with brief CV (one page) of nominee(s) must reach PPMI at least **(07 days)** before commencement of training course through concerned Ministries/ Divisions/ Departments/ Organizations. In case, more than one nominations are to be made for a training course by an organization, then priority must be clearly indicated as **Principal and Alternate Candidate**.

4. Please also ensure that necessary **telephone contact number and fax number of nominating agency**, controlling officer and the nominee(s) are given in the covering letter enabling PPMI for prompt communication. Contents of training courses may be obtained from Ch. Sajid Ali (Programme officer) PPMI. (sajid174@yahoo.com)

5. The nominee should report to PPMI for participation in training course only **after confirmation of his/her registration by PPMI**. (Hostel facility is available)

Yours sincerely,


(DR. MUHAMMAD ALI NOOR)
Director General, PPMI
Tel: 051-9250265

- i. Secretaries of Ministries/Divisions.
- ii. Chief Secretaries of Provinces/ AJK/ G.B.
- iii. Additional Chief Secretaries (P&D Deptt.) of Provinces/AJK/GB.
- iv. Heads of Public Sector/Autonomous/Semi Autonomous Organizations & Universities.
- v. Secretary, Planning and Development Department, Punjab, KP, Baluchistan, Sindh, Gb, AJK/ FATA.