

MOST IMMEDIATE

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



Islamabad, the 30th July, 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 14-07-2015 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 **1st Quarter (August-September, 2015)** may kindly be furnished to Admn-I Section at least 10 days before the commencement of each training course.



(Muhammad Faridoon)
Section Officer (Admn-I)

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 14th July, 2015

Subject: TRAINING CALENDAR FOR 1st QUARTER (AUGUST, 2015 to SEPTEMBER, 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 1st Quarter (Aug 2015 to September 2015):

S. No	Course Name	Dates
1.	Project Preparation and Management in Public Sector	10-13 Aug, 2015
2.	Project/ Programme Evaluation	25-28 Aug, 2015
3.	Project Appraisal and Risk Management	8-11 Sept, 2015
4.	MS Project and SPSS	15-18 Sept, 2015

- 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.
- 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**.
- 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)
- 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,

Ali Noor
14/07/15
(DR. MUHAMMAD ALI NOOR)
Director General, PPMI
Tel: 051-9250265

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

Dy. No. 2997 Admn-I
Dated: 28-07-2015

Date: 27-7-15
3753
24-07-15
Dy. No. 3800 A.S-II
Dated: 24-07-2015
AS-II
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