

MOST IMMEDIATE

No. 2(17)/2011-Admn-I
Government of Pakistan
Ministry of Commerce



Islamabad, the 1st October, 2014

CIRCULAR

Subject:- **PITAD'S NEW INITIATIVES-CAPACITY BUILDING WORKSHOP ON ANALYTICAL TOOLS AND QUANTITATIVE TECHNIQUES Q4, 2014:**

A copy of D.O letter No.PITAD-TRG-4(5)/2004, dated 24-09-2014 received from Pakistan Institute of Trade and Development (PITAD), is forwarded for information/necessary action. They have invited the nominations of officers for a series of workshops as per details given below :-

Sr. #.	Name of Course	Duration	Timings
1.	Data extraction and analysis using Excel and SPSS	28 th - 30 th October, 2014	11:00 a.m to 2:30 p.m
2.	Overview of PTA assessment methods	25 th - 27 th November, 2014	11:00 a.m to 2:30 p.m
3.	Use of STATA	16 th -18 th December, 2014	11:00 a.m to 2:30 p.m

2. The officers of this Ministry interested to attend the subject workshops are requested to please send their names duly recommended by their respective officers to this Section up to **02-10-2014** for onwards submission to the Pakistan Institute of Trade and Development, Islamabad.


(Qazi Imran-ud-Din)
Section Officer (Admn-I)



Pakistan Institute of Trade and Development
Ministry of Commerce
Government of Pakistan

State Life Building No.7, Jinnah Avenue (Blue Area), Islamabad
www.pitad.org.pk , Ph: 051-9203279, Fax: 051-9202146



No. PITAD-TRG-4(5)/2004

Dated: 24th September, 2014

From: Anjum Assad Amin,
Director General

Subject:- **PITAD'S NEW INITIATIVES –CAPACITY BUILDING WORKSHOP ON ANALYTICAL TOOLS AND QUANTITATIVE TECHNIQUES Q4, 2014.**

Dear Mr. Secretary,

PITAD is a training institute with an expanded role to help enhance national export competitiveness through analytical policy research, capacity building and advice to stakeholders on Pakistan's international trade.

2. In order to build much needed capacity of the officers and to equip them with basic tools of quantitative techniques in foreign trade analysis, PITAD has planned a series of workshops as under:

SR.NO.	TOPIC OF TRAINING	DATE	TIMINGS
1.	Data extraction and analysis using Excel and SPSS	28 th to 30 th October, 2014	11:00 am to 02:30 pm
2.	Overview of PTA assessment methods	25 th to 27 th November, 2014	11:00 am to 02:30 pm
3.	Use of STATA	16 th to 18 th December, 2014	11:00 am to 02:30 pm

3. These trainings are specially designed and timed to allow the participants to attend to the daily official work. The subjects are carefully chosen to acquaint the officers to the basics of Data Extraction and Analysis using Excel and SPSS, Preferential Trade Agreement Assessment Methods and use of STATA to support Ministry of Commerce in efficient functioning - specially the foreign trade wings.

4. It is therefore requested that Ministry of Commerce may nominate suitable officers to attend the subject training workshops the latest by 3 October 2014.

Kind regards,

Yours sincerely,

(ANJUM ASSAD AMIN)

Mr. Muhammad Shehzad Arbab,
Secretary,
Government of Pakistan,
Ministry of Commerce,
Islamabad.