

Islamabad, the 25th March, 2010

No. 3(32) SEA/2010

OFFICE MEMORANDUM

SUBJECT: SYSTEM DEVELOPMENT FOR SMALL & MEDIUM ENTERPRISE (SMEs),
FROM MAY 24 TO JUNE 25, 2010 UNDER MALAYSIAN TECHNICAL
ASSISTANCE PROGRAMME (MTCP)

The undersigned is directed to state that the Government of Malaysia has invited nominations for the fully funded subject short training course. Detailed information about the course and application form are available on the website address of EAD and Malaysia on www.ead.gov.pk or <http://www.MTCP.com.my>.

2. The eligibility criteria and objectives of the course are as under:

Eligibility Criteria

- Minimum of 5 years working experience.
- Applicants should be certified medically fit to participate in all aspects of the programme.
- Applicants must have a good command of spoken and written English.
- Minimum diploma / degree holder.
- Candidates must be below 45 years old
- Priority will be given to applicants who are involved in upgrading productivity, Quality & Innovation in their respective countries.

Objectives:

At the end of the programme, participants should be able to:-

- Equip themselves with analytical and diagnostic skills necessary to identify management problems and to develop their problem solving skills.
- Strengthen their knowledge in the organizational and functional aspects of SMF for the continuous improvement of productivity, quality and innovation of enterprises.
- Develop interpersonal interaction and to exchange ideas and experiences among Malaysian and International participants.

3. Nomination of suitable candidates fulfilling the laid-down eligibility criteria prescribed by the sponsoring agency duly approved by the competent authority along with the following documents may kindly be forwarded to this Division by 20th April, 2010 positively.

- | | | |
|----|------------------------------------|---------------|
| 1. | Application Forms (duly filled in) | four copies |
| 2. | Performa for Foreign Training | one copy |
| 3. | Surety Bond/Undertaking. | one copy each |

Dy No 463 DS(APII)
Dated 29-3-2010

Dy. No. 607 SUG(FI-I)
Date: 29-3-2010

SECRET
Dy No. 2183
Date: 29/3/2010

Dy No. 1328 DS (Admin-I)
Date: 29/3/10

Dy No. 1328 DS (Admin-I)
Date: 29/3/10

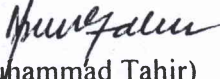
Dy. No. 565
Date: 30/3/2010

29.3.10
Dy. AP-III

29/3
DS (Admin-I)
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put on web site
31/3

4. Incomplete / late submission of documents / nomination will not be entertained. Moreover, deliberate provision of any wrong information on the part of the candidate shall be reviewed seriously.


(Muhammad Tahir)
Section Officer (SEA)
Tele: 9202084

Ministry of Commerce,
Secretary,
Government of Pakistan
Islamabad

Ministry of Industries & Production,
Secretary,
Government of Pakistan
Islamabad

Chairman,
The Small and Medium Enterprise Development Authority, SMEDA,
6th Floor, LDA Plaza,
Egerton Road,
Lahore.

Copy forwarded for similar action to:-

1. Additional Chief Secretary, P&D Deptt. Govt. of Punjab, Lahore.
2. Additional Chief Secretary, P&D Deptt. Govt. of Sindh, Karachi.
3. Additional Chief Secretary, P&D Deptt. Govt. of Balochistan, Quetta.
4. Additional Chief Secretary, P&D Deptt. Govt. of NWFP, Peshawar.
5. Chief Secretary, Govt. of AJK, Muzafarabad.
6. Chief Secretary, Northern Areas, Gilgit.

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