

Government of Pakistan
Ministry of Economic Affairs
(Economic Affairs Division)

No. 3(20) SEA/Malaysia/2022

Islamabad the 16th March, 2022

OFFICE MEMORANDUM

SUBJECT: - **E-LEARNING COURSE ON "HALAL PRODUCT TESTING AND CALIBRATION USING ACCREDITED LABORATORY ISO/IEC 17025:2017" TO BE HELD FROM 20TH TO 24TH JUNE, 2022 UNDER THE MALAYSIAN TECHNICAL COOPERATION PROGRAMME (MTCP).**

The undersigned is directed to inform that the Government of Malaysia has invited two (02) nominations for the above training course. The Government of Malaysia will bear the full course fees for successful applicants. The application form is available at EAD's website: www.ead.gov.pk and <https://mtcpcoms.kln.gov.my/mtcpcoms/upload/MTCP 2022>.

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

Eligibility Criteria:

- Be a Government Officer (BS-17 and above) and nominated by the respective Federal and Provincial Governments.
- Laboratory managers, laboratory technicians and technical staff, prospective assessors and consultants, and auditors are involved in any related industries and services.
- Age between 25-50 years old.
- Basic knowledge of computers and ICT skills.
- Has not participated in any course under MTCP.
- Proficient in English language, and medically fit.

Objectives:

The objectives of the program.

- To appreciate the importance of laboratory accreditation for halal testing and the need of accreditation documentation.
- To identify the mandatory documents required by the standard ISO/IEC 1725:2017.
- Able to write policies, quality manual and standard operating procedures.
- Able to understand the various ways of implementing ISO/IEC 1725:2017 requirements.
- Provide understanding on the concepts and principles of Green 5S system.
- How to implement the Green 5SD elements within the organization.

3. Nomination of suitable candidates duly approved by the competent authority along with the following documents may kindly be forwarded to this Division by **2nd May, 2022 (Monday)**, positively.

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4. **Required Documents**

1	Nomination letter in original	01 copy
2	Filled in Performa for FTC	01 copy
3	Application form	02 copies
4	CNIC & Photograph	02 copies each

5. In case of incomplete/late submission of documents, nomination will not be entertained. Moreover, any deliberate provision of wrong information on part of the candidate shall liable to be rejected.


(ITRAT ZAHARA)
Section Officer (SEA)
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1. Secretary, Ministry of National Food Security & Research, Islamabad.
2. Secretary, Ministry of Planning Development & Special Initiatives Division, Islamabad.
3. Chairman, National Institute of Health, Islamabad
4. Chairman, Planning & Development Board, Government of the Punjab, Lahore
5. Chairman, Planning & Development Board, Government of Sindh, Karachi
6. Additional Chief Secretary, Planning & Development Department, Government of Khyber Pakhtunkhwa, Peshawar
7. Additional Chief Secretary, Planning & Development Department Government of Balochistan, Quetta
8. Additional Chief Secretary, Planning & Development Department, Government of Azad Jammu & Kashmir, Muzaffarabad
9. Secretary, Planning & Development Department, Government of Gilgit Baltistan, Gilgit.
10. Relevant Officers working in other Ministries/Divisions/ Departments may download the circular from the official Website of Economic Affairs Division for submission of nomination through proper channel.

Copy forwarded for information:-

1. Joint Secretary (Training), Establishment Division, Islamabad
2. Section Officer (UN-III/Secretary FTC), EAD
3. Network & System Administrator, EAD