

**MOST IMMEDIATE**

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

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No. 3(26) SEA/Malaysia/2021

Islamabad the 15<sup>th</sup> April, 2021

**OFFICE MEMORANDUM**

**SUBJECT: - E-LEARNING COURSE ON "PANDEMIC RISK REDUCTION AND MANAGEMENT (PRRM)" TO BE HELD FROM 14<sup>TH</sup> TO 18<sup>TH</sup> JUNE, 2021 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 web site: [www.ead.gov.pk](http://www.ead.gov.pk) and [https://mtcpcoms.kln.gov.my/mtcpcoms/online/list\\_course](https://mtcpcoms.kln.gov.my/mtcpcoms/online/list_course).

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

**Eligibility Criteria**

- Mid to senior-level government officers (BS-17 and above), nominated by their respective Governments.
- Satisfactory level of digital literacy, equipped with the relevant ICT tools such as laptop/desktop, web camera, microphone, speaker etc & familiar with online learning platforms like Zoom, Google meet etc.
- Participants should be nominated by the respective governments.
- Below 40 years of age.
- Have a basic university degree.
- Has never participated in any MTCP courses.

**Objective**

- Humanitarian law, DRM law, principles and standards Humanitarian logistics.
- Identifying and understanding risk, investment in risk reduction, building community resilience.
- Emergency response, recovery reconstruction and rehabilitation, prevention & mitigation, preparedness.


3. Nomination of suitable candidates duly approved by the competent authority along with the following documents may kindly be forwarded to this Division by 12<sup>th</sup> May, 2021 (Wednesday), positively.

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

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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.

  
(Pirah Aftab)  
Section Officer (SEA)  
Ph: 051-9202084

1. Secretary, Ministry of National Health regulation and Coordination, Islamabad.
2. Chairman, National Disaster Management Authority, Islamabad.
3. Secretary, Ministry of Planning, Development and Special Initiative, 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. Senior Joint Secretary (EC), EAD
2. Joint Secretary (Training), Establishment Division, Islamabad
3. Section Officer (UN-III/Secretary FTC), EAD
- ✓ 4. Network & System Administrator, EAD