

OFFICE MEMORANDUM

SUBJECT: NATIONAL GOVERNMENT ADMINISTRATION FOR SENIOR OFFICIALS

The undersigned is directed to refer to the subject noted above and to state that Japan International Cooperation Agency has offered nine one seat for subject training course scheduled to be held w.e.f. **November 28, 2022 to December 15, 2022 (Online)**. All concerned Ministries / Departments are requested to send nomination of suitable officer who fulfills the following criteria to the undersigned by **15-09-2022** along with three (3) copies of prescribed JICA Application form, CNIC, FTC Performa, Inception Report, Organization Chart Questionnaire and Passport as advised in the G.I. Booklet.

Course Objective:

The competency of the senior government officials for policy making will be enhanced

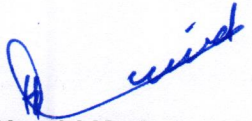
Eligibility Criteria:-

The applicant should:

- Be director level official in federal government involved in policy formulation
- Have at least 5 years of experience in policy formulation and coordination
- Have command of spoken and written English
- Have basic computer skills such as sending / receiving email with attachments and using a web browser.
- Must be in good health.

2. New prescribed JICA Application Forms along with FTC Performa can be downloaded from EAD's website www.ead.gov.pk under "Foreign Trainings" link in "Forms" and also available on JICA's website www.jica.go.jp/pakistan/english/index.html.

3. Nomination of contractual employees will not be entertained.


(Hamid Karim)
Deputy Secretary (Japan)
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1. Secretary, Establishment Division, Government of Pakistan, Islamabad
2. Secretary, Interior Division, Government of Pakistan, Islamabad
3. Chairman, Planning & Development Board, Government of Punjab, Lahore
4. Chairman, Planning & Development Board, Government of Sindh, Karachi
5. Addl. Chief Secretary, Planning & Development Department, Government of KPK, Peshawar
6. Addl. Chief Secretary, Planning & Development Department, Government of Balochistan, Quetta.
7. Addl. Chief Secretary, Planning & Development Department, Government of Gilgit-Baltistan, Gilgit,
8. Addl. Chief Secretary, Planning & Development Department, Government of AJK, Muzaffarabad

CC to:-

- i. Joint Secretary (Training), Establishment Division, Islamabad
- ii. System Analyst (Computer Center) EAD with the request to kindly upload JICA's Booklet & associated Annexes on EAD's Website.