

Government of Pakistan  
Ministry of Economic Affairs  
(Japan Wing)

No.1(68) Japan-II/2023

Islamabad, the September 21, 2023

**OFFICE MEMORANDUM**

**SUBJECT: COMMUNITY BASED DEVELOPMENT WITH LOCAL RESIDENTS AS MAIN ACTORS**

The undersigned is directed to refer to the subject noted above and to state that Japan International Cooperation Agency has offered one seat for subject training course scheduled to be held w.e.f February 01, 2024 to March 05, 2024 in Japan. All concerned Ministries / Divisions / Departments are requested to send nomination of suitable officers who fulfills the following criteria to the undersigned by 13-11-2023 along with three (3) copies of prescribed JICA forms, CNIC, FTC Performa, Job Report, and Passport as advised in the G.I. Booklet.

**Course Objective:**

Newly acquired concept and methodology of community-based development are shared with in Community Based Organizations (CBOs) and communities where the participants work for, and tangible changes in strategy and activities of community development are observed.

**Eligibility Criteria:-**


The applicant should:

- Have experience in the field of community development for three years or more.
- Currently engaged in community development with prospects of continuous involvement in the future.
- Be engaged in community development activities in a very close relation with community residents.
- Have command of spoken and written English
- Have basic computer skills.
- Be under (45) years of age
- Must be in good health.

2. New prescribed JICA Application Forms along with job report, FTC Performa can be downloaded from EAD's website [www.ead.gov.pk](http://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](http://www.jica.go.jp/pakistan/english/index.html).

3. In case of selection of the officer the concerned Departments are requested to ensure timely relieving of the officer along with NOC.

4. Nomination of contractual employees will not be entertained.

  
(Muhammad Ishtiaq Akbar)  
Section Officer (Japan-II)  
Ph: 051-9201805

1. Secretary, Ministry of Interior, Government of Pakistan, Islamabad.
2. Chairman, Planning & Development Board, Government of Punjab, Lahore
3. Chairman, Planning & Development Board, Government of Sindh, Karachi
4. Addl. Chief Secretary, Planning & Development Department, Government of KPK, Peshawar
5. Addl. Chief Secretary, Planning & Development Department, Government of Balochistan, Quetta.

Continued on page-2

6. Addl. Chief Secretary, Planning & Development Department, Government of Gilgit-Baltistan, Gilgit,
7. Addl. Chief Secretary, Planning & Development Department, Government of AJ&K, Muzaffarabad,

C.C to:

- i. Chief Commissioner, Islamabad Capital Territory, Islamabad.
- ii. Secretary, Local Government, Elections and Rural Development Department, Government of Khyber Pakhtunkhwa, Peshawar.
- iii. Secretary, Provincial Local Govt. Department, Government of Punjab, Lahore
- iv. Secretary, Provincial Local Govt. Department, Government of Sindh, Karachi
- v. Secretary, Provincial Local Govt. Department, Government of Balochistan, Quetta
- vi. Secretary, Local Government, Elections and rural Development Department Police Lines Road, PTCL Colony, Peshawar
- vii. Joint Secretary (Training), Establishment Division, Islamabad
- viii. System Analyst (Computer Center), EAD with request to kindly upload JICA's G.I Booklet on EAD's Website.