

**OFFICE MEMORANDUM**

**SUBJECT: PROMOTION OF NON-FORMAL EDUCATION**

The undersigned is directed to refer to the subject noted above and to state that Japan International Cooperation Agency has offered five seats for Group & Region focused subject training course scheduled to be held w.e.f. **October 19, 2021 to December 10, 2021 (Online)**. All concerned Ministries / Divisions / Departments are requested to send nomination of a suitable officer who fulfills the following criteria to the undersigned by **05-11-2021** along with three (3) copies of prescribed JICA Application form, CNIC, FTC Performa and Passport as advised in the G.I. Booklet.

**Course Objective:**


To clarify the goal of Non-formal Education in the country and to draft Action Plan for promotion of Non-Formal Education

**Eligibility Criteria:-**

*The applicant should:*

- Have applying Organizations are expected to formulate a team, preferably consisting of the following members working with NFE:
  - 2 core members from planning and training sections and,
  - 2-4 practitioners from government, school and or NGOs.
- Be an officer / manager in administration, planning and implementation of non-formal education or literacy education in federal and provincial government.
- Have command of spoken and written English
- Be a graduate of university or equivalent
- 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](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. Nomination of contractual employees will not be entertained.

  
**(Anam Humayun)**  
Section Officer (Japan-II)  
Ph: 051-9206167

1. Secretary, Ministry of Federal Education and Professional Training, Govt. 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.
6. Addl. Chief Secretary, Planning & Development Department, Government of Gilgit-Baltistan, Gilgit,
7. Addl. Chief Secretary, Planning & Development Department, Government of AJK, Muzaffarabad

CC to:-

- i) Assistant Director, In charge ICT, Section Head Office ISB, Directorate General BECS, G-8/4, Islamabad.
- ii) Deputy Director Admin, Directorate of Non-Formal Education and Literacy Social Welfare department, Balochi, Quetta.
- iii) Section Officer (Planning), Literacy & NFBE Department, Punjab, 5<sup>th</sup> Floor, Al-Falah Building, Shahrah-e-Quaid-e- Azam, Lahore
- iv) District Education Officer (Female Primary), School Education and Literacy Department, Office of District Education Officer (Female Primary), District South, M.A. Jinnah Road, Karachi.

- v) Director Program, Elementary & Secondary Education Department, Plot No.20, Street No. 13, Sector E-8, Phase 7, Hayatabad, Peshawar,
- vi) Joint Secretary (Training), Establishment Division, Islamabad
- vii) System Analyst (Computer Center) EAD with the request to kindly upload JICA's Booklet & associated Annexes on EAD's Website.