

MOST IMMEDIATE

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

No. 3(16) SEA/Malaysia/2021

Islamabad the 29th March, 2021

OFFICE MEMORANDUM

SUBJECT: - E-LEARNING COURSE ON "OCCUPATIONAL SAFETY AND HEALTH (OSH) MANAGEMENT IN OIL PALM PLANTATION SECTOR" TO BE HELD FROM 31ST MAY TO 4TH JUNE, 2021 UNDER THE MALAYSIAN TECHNICAL COOPERATION PROGRAMME (MTCP).

The undersigned is directed to inform that the Government of Malaysia has invited one (01) nomination 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 and https://mtcpcoms.kln.gov.my/mtcpcoms/online/list_course.

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

Eligibility Criteria

- Should be a government official from government ministries or other public agencies in charge of OSH from MTCP recipient countries.
- Should be nominated and obtained approval by their respective country government.
- Between 26-50 years of age
- Should have practical experience of more than 5 years in OSH.
- Should possess a good command of written and spoken English.
- Good health, physically and mentally, in order to complete the course.
- Have not participated in any training programme under MTCP.
- Not to be serving in the military.

Objective

- To deliver knowledge, understanding and exposure on OSH concepts to government officials and inspectors in managing occupational safety and health at plantation sector.
- To assist agency from each participating country to develop, enhance and implement OSH training related to plantation sector.
- To develop OSH improvement plan to prevent industrial accident.
- To promote OSH Management in palm oil industry in Malaysia.

3. Nomination of suitable candidates duly approved by the competent authority along with the following documents may kindly be forwarded to this Division by 12th April, 2021 (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.

Hammad H. Fau
(Syed Hammad Hassan)
Section Officer (SEA)
Ph: 051-9202084

1. Secretary, Ministry of National food and Security Islamabad.
2. Chairman, Planning & Development Board, Government of the Punjab, Lahore
3. Chairman, Planning & Development Board, Government of Sindh, Karachi
4. Additional Chief Secretary, Planning & Development Department, Government of Khyber Pakhtunkhwa, Peshawar
5. Additional Chief Secretary, Planning & Development Department Government of Balochistan, Quetta
6. Additional Chief Secretary, Planning & Development Department, Government of Azad Jammu & Kashmir, Muzaffarabad
7. Secretary, Planning & Development Department, Government of Gilgit Baltistan, Gilgit.
8. **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