

MOST IMMEDIATE

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

No. 3(23) SEA/2020

Islamabad, the 27th February, 2020

OFFICE MEMORANDUM

Subject: **TRAINING COURSE ON "DISASTER RISK MANAGEMENT" TO BE HELD FROM 05-11 OCTOBER 2020 AT KUALA LUMPUR, MALAYSIA**

The undersigned is directed to inform that the Government of Malaysia through Medical Relief Society Malaysia in collaboration with the United Nation Humanitarian Depot (UNHRD) will be organizing the **Fully Funded** subject training programme and has invited **two** nominations for the said programme. Detailed information and application form for the subject training Programme may be downloaded from www.mtcp.kln.gov.my and www.ead.gov.pk

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

Objectives:

- Understand the principles of humanitarian actions
- Encourage coordinated approach to disaster response
- Enhance capacity and efficiency of humanitarian workers
- Develop and nurture the holistic concept of Disaster Risk Management (DRM)
- Familiarize participants to tools and cross-cutting issues in disaster response and disaster risk reduction.


Eligibility Criteria:

- Permanent Government Officers (BS-17 and above) nominated by respective Federal/ Provincial Government
- Not be more than 50 years of age
- Should have working experience of more than 3-5 Years in relevant filed.
- 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.

3. Nomination of suitable candidates fulfilling the laid-down eligibility criteria prescribed by the sponsoring agency duly approved by the competent authority alongwith following documents may be forwarded to this Division by 17th June, 2020 (Wednesday) positively.

- | | |
|---|---------------|
| 1. Application Forms (filled and signed) | 02 (original) |
| 2. Proforma for Foreign Training | 01 copy |
| 3. Surety Bond/Undertaking. | 01 copy each |
| 4. CNIC & Valid Passport (coloured copy of all Pages) | 01 copy each |
| 5. Two Passport size photo (3.5cm x 5cm) (white background) | |

4. Incomplete / late submission of documents / nomination will not be entertained. Moreover, deliberate provision of any wrong information on the part of the candidate shall be reviewed seriously.


(Dr. M. Wasim Tarif)
Section Officer (SEA)
Ph: 051-9202084

1. Secretary, Planning Development & Reforms Division Islamabad
2. Secretary, Information Technology & Telecommunication, Islamabad.
3. Secretary, Climate Change Division, Islamabad
4. Chairman, National Disaster Management Authority (NDMA), Islamabad
5. Chairman, Earthquake Reconstruction and Rehabilitation Authority (ERRA), Islamabad
6. Chairman, Planning & Development Board, Government of the Punjab, Lahore
7. Chairman, Planning & Development Board, Government of Sindh, Karachi
8. Additional Chief Secretary, Planning & Development Department, Government of KPK, Peshawar
9. Additional Chief Secretary, Planning & Development Department Government of Balochistan, Quetta
10. Additional Chief Secretary, Planning & Development Department, Government of AJ&K, Muzaffarabad
11. Secretary, Planning & Development Department, Government of Gilgit Baltistan, Gilgit.
12. **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 similar action to:-

1. Senior Joint Secretary (EC), EAD
2. Section Officer (UN-III/Secretary FTC), EAD
3. Section Officer (Admin-I), EAD.
4. Network & System Administrator, EAD