

**MOST IMMEDIATE**

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

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No. 3(24) SEA/Malaysia/2021

Islamabad the 8<sup>th</sup> April, 2021

**OFFICE MEMORANDUM**

SUBJECT: - **E-LEARNING COURSE ON "CERTIFICATE IN COOPERATIVE COMMUNITY DEVELOPMENT THROUGH MICROFINANCE" TO BE HELD FROM 28<sup>TH</sup> JUNE, 2021 TO 2<sup>ND</sup> JULY, 2021 UNDER THE MALAYSIAN TECHNICAL COOPERATION PROGRAMME (MTCP).**

The undersigned is directed to inform that the Government of Malaysia has invited two (02) nominations 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](http://www.ead.gov.pk) and [https://mtcpcoms.kln.gov.my/mtcpcoms/online/list\\_course](https://mtcpcoms.kln.gov.my/mtcpcoms/online/list_course).

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

**Eligibility Criteria**

- Nominated by respective government from ASEAN and ASIA PACIFIC countries.
- Cooperative leaders with minimum of three years experience as a board or manager of cooperatives.
- Government officers with minimum of three years working experience supervising cooperative movement in their respective countries.
- Age between 26-50 years.
- Has never participated in any MTCP courses.
- Proficient in English language, and medically fit.

**Objective**

- Participants will gain knowledge on how microfinance can help in addressing pressing social issues and build resilient communities. This course provides understanding on fundamentals of microfinance in cooperative, its products services, issues, challenges and strategies as tools for community development.
- Participants will be able to share experiences among each other on how to improve the socio-economic status of cooperative members and communities in their respective countries.


3. Nomination of suitable candidates duly approved by the competent authority along with the following documents may kindly be forwarded to this Division by **20<sup>th</sup> May, 2021 (Thursday)**, positively.

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

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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.

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

1. Secretary, Ministry of Human Rights, Islamabad.
2. Secretary, Ministry of Finance and Revenue, Islamabad.
3. Chairman, Planning & Development Board, Government of the Punjab, Lahore
4. Chairman, Planning & Development Board, Government of Sindh, Karachi
5. Additional Chief Secretary, Planning & Development Department, Government of Khyber Pakhtunkhwa, Peshawar
6. Additional Chief Secretary, Planning & Development Department Government of Balochistan, Quetta
7. Additional Chief Secretary, Planning & Development Department, Government of Azad Jammu & Kashmir, Muzaffarabad
8. Secretary, Planning & Development Department, Government of GilgitBaltistan, Gilgit.
9. **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