



GOVERNMENT OF PAKISTAN
ECONOMIC AFFAIRS DIVISION



No.1(49)JAPAN-II-2026-0001

Islamabad, the 31st August , 2026

OFFICE MEMORANDUM

**SUBJECT: HUMAN RESOURCE DEVELOPMENT ADMINISTRATION
THROUGH THE PROMOTION OF TECHNICAL AND
VOCATIONAL EDUCATION AND TRAINING**

The undersigned is directed to refer to the subject noted above and to state that Japan International Cooperation Agency has offered fully funded **one** seat for subject training course scheduled to be held **w.e.f November 11, 2026 to December 11, 2026** in Japan. All concerned Ministries / Divisions / Departments are requested to send nominations of suitable officers, who fulfills the criteria to the undersigned by **28-08-2026**. The application form shall be accompanied with three copies of prescribed JICA's Application forms, CNIC, FTC Performa, undertaking, surety bond and Passport as advised in the [G.I. Booklet](#) uploaded on EAD's website.

Course Objective

The participants expected to utilize the outcomes of this program to promote and strengthen the administration of human capital development and vocational skills development, thereby enabling the formulation and implementation of policies tailored to the economic and industrial conditions.

Eligibility Criteria

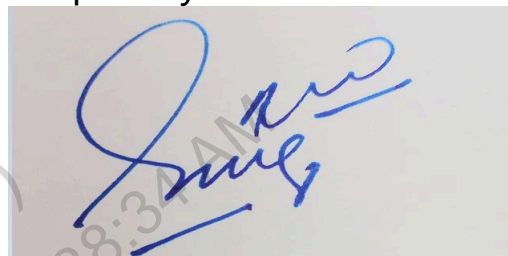
The applicants should: -

- Be ranked as Director General or Director of a department in the central government who is presently engaged in HRD administration focusing on TVET.

- Be a graduate or equivalent.
- Proficient in spoken and written English.
- Be between the age of (35) and (55) years
- Women are encouraged to apply for the program

2. New prescribed JICA's Application forms along and specimen of surety bond, undertaking and FTC Performa can be downloaded from EAD's website www.ead.gov.pk under "Foreign Trainings" link in "Forms" ad also available on JICA's website www.jica.go.jp/pakistan/english/index.html.

3. In case of selection of the officer the concerned Ministries/Division/Department are requested to ensure timely relieving of the officer along with NoC. Furthermore, the concerned officer may be directed to submit **Post-Visit Training Report** to this Ministry on priority basis.



Muhammad Ishtiaq Akbar
SO (Japan-II)

Nadeem Mahbub
Secretary (Education)
1st, 2nd floor of Block-C and 2nd Floor of D-block, Pak Secretariat,
Islamabad

Chairman Chairman
Chairman
Planning and Development Board Government of Punjab,

Chairman Chairman
Chairman
Planning and Development Board Karachi,

Additional Chief Secretary
Additional Chief Secretary Govt of KP

Planning and Development Department,

Additional Chief Secretary

Additional Chief Secretary Planning and Development Department Govt of
Balochistan Quetta

Additional Chief Secretary

Government of Gilgit Baltistan

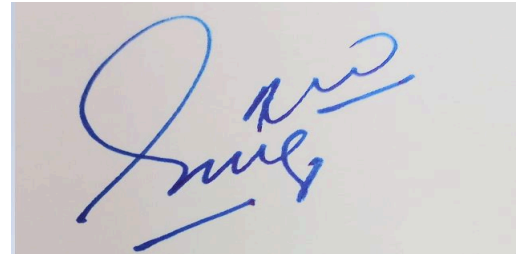
Planning and Development Department,
Gigit

Additional Chief Secretary

Planning and Development Department Govt of AJK Muzaffarabad,

Copy for information to:-

- 1- Brig Muhammad Sajid Khokhar SI M Retd, Chairman, Technical Education and Vocational Training Authority TEVTA Punjab,
- 2- Haider Abbas, DG (Admin & Finance), NAVTTC, Islamabad
- 3- Zafar Iqbal Yousufzai, DG(RO-Peshawar), NAVTTC, Islamabad
- 4- Asfa Maqbool, DG(RO Lahore), NAVTTC, Islamabad
- 5- Mr Junaid Buland, Chairman, Sindh Technical Education and Vocational Training Authority STEVTA,
- 6- Mr Khalid Masood Chaudhary, Chairman, Punjab Vocational Training Council PVTC,
- 7- Mr Hamood Ur Rehman, Managing Director, Balochistan Technical Education and Vocational Training Authority B TEVTA,
- 8- Mian Abdul Qadir Shah, Managing Director, Khyber Pakhtunkhwa Technical Education and Vocational Training Authority KP TEVTA,
- 9- Mr Abid Alam, Director of Academics and Operations, KP TEVTA,
- 10- Akhtar Saeed, Joint Secretary Training, ESTAB, Islamabad
- 11- Muhammad Aslam Khan, DPO (Dir (CC), EAD, Islamabad



Muhammad Ishtiaq Akbar
SO (Japan-II)

Umar Ali Khan
DPO (Dir (CC))
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