

**MOST IMMEDIATE**

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

\*\*\*\*\*

No. 3(16) SEA/Malaysia/2022

Islamabad the 16<sup>th</sup> March, 2022

**OFFICE MEMORANDUM**

SUBJECT: - **E-LEARNING COURSE ON "CERTIFICATE IN CO-OPERATIVE MANAGEMENT AND GOVERNANCE" FROM 22<sup>ND</sup> TO 26<sup>TH</sup> AUGUST, 2022 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 website: [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**

Participants of this course should comply with the following pre-requisites:

- Nominated by respective government.
- Co-operative leaders with minimum of three years experience as a board of manager of Co-Operatives.
- Government officials with minimum of three years working experience supervising co-operative movement in their respective countries.
- Age between 26 to 50 years old (kindly include middle to senior officer).
- Proficiency in English language.

**Objective**

- Participants will gain understanding and upgrade their knowledge and skills in Co-Operative management, finance and governance in accordance with the co operative principle and cooperative legislation.

3. Nomination of suitable candidates duly approved by the competent authority along with the following documents may kindly be forwarded to this Division by **08 July, 2022 (Friday)**, 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

Contin...

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.

(ITRAT ZAHARA)  
Section Officer (SEA)  
Ph: 051-9202084

1. Secretary, Ministry of Planning, Development & Special Initiatives Division, Islamabad.
2. Secretary, Ministry of Finance Division, Islamabad.
3. Secretary, Ministry of Inter Provincial Coordination, Islamabad.
4. Chairman, Planning & Development Board, Government of the Punjab, Lahore
5. Chairman, Planning & Development Board, Government of Sindh, Karachi
6. Additional Chief Secretary, Planning & Development Department, Government of Khyber Pakhtunkhwa, Peshawar
7. Additional Chief Secretary, Planning & Development Department Government of Balochistan, Quetta
8. Additional Chief Secretary, Planning & Development Department, Government of Azad Jammu & Kashmir, Muzaffarabad
9. Secretary, Planning & Development Department, Government of GilgitBaltistan, Gilgit.
10. **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. Joint Secretary (Training), Establishment Division, Islamabad
2. Section Officer (UN-III/Secretary FTC), EAD
3. Network & System Administrator, EAD