



DS (A&B)
By No: 1368
Date: 07/07/14

Ref.No.2 (243)14-T&R
Government of Pakistan
Ministry of Federal Education and Professional Training
PAKISTAN MANPOWER INSTITUTE
Shahrah-e-Suhrawardy Near Zero Point
Islamabad, Dated 25th June, 2014

Office of the Secretary
By No: 5811
Date: 08-07-2014

DIRECTOR
Phone (O) 9252546 Fax 9252595

SUBJECT: TRAINING COURSES/SEMINAR/WORKSHOP SCHEDULE FOR THE AUGUST, 2014.

Dear Sir,

Pakistan Manpower Institute (PMI) arranges a series of training courses/seminars/workshops in the wide spectrum of Human Resource Management and Personnel Development. These programmes are organized for the Officers and Executives, both from Public and Private Organizations, as well as semi-government institutions, multinationals and autonomous bodies/organizations dealing with human resource management and development. The purpose of organizing such activities is to impart knowledge & skills among the participants.

2. This Institute has planned three training courses/seminars/workshops during the month of August, 2014 as under:-

S.No	Name of Event	Duration	Course Coordinators
1.	Stress Management.	11-12 August, 2014	Mr. Asif Safdar, Assistant Director/ Workshop Coordinator
2.	Decision Making	20-21 August, 2014	Mr. Javaid Iqbal, Director/ Seminar Coordinator
3.	Human Resource Management	25-28 August, 2014	Mr. Yasser Qureshi, Assistant Director/ Course Coordinator

3. You are requested to send nomination(s) of suitable officers of BS-17, and above for the above training course/seminar/workshop from your organization. Nominees are required to bring their one recent passport size photograph and copy of their official identity card for the registration purpose. Timings of the event will be from 0830 hours to 1400 hours. The Institute will not charge any fee for the course/seminar/workshop. However, TA/DA & accommodation facility, if involved, will be provided to the participants by their respective organizations. The nomination(s) may be forwarded to this Institute on the following format, well before the time duration of the event and be confirmed through Fax, Telephone and e-mail.

S.No	Name & Designation	Name of Course/Seminar	Organizations	Contact No.	Email Address
1.					

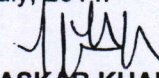
4. Your personnel interest and co-operation in the matter will be highly appreciated. For further information, Mr. Javaid Iqbal, Director on Ph: # 051-9252546; Mr. Asif Safdar, Assistant Director on Ph: # 051-9252552 (email address: rana_mcf@hotmail.com) and Mr. Yasser Qureshi, Assistant Director on Ph: # 051-9252553 (yasser.PMI@gmail.com) may be contacted for the respective courses as mentioned above.

TRAINING SECTION

No.4(10-1)/Trg/PD&R/2013

Islamabad, the 8th July, 2014

The nomination should reach this Section latest by 20th July, 2014.


(ASKAR KHAN)
Section Officer

Director General (JACC) is requested to enter/display the subject circular on Planning Commission's website