

National Productivity Organization
 Ministry of Industries and Production
 Government of Pakistan

Islamabad, 12 May 2015

Subject: **APO – International Course(s)**

The National Productivity Organization (NPO), Ministry of Industries and Production, Government of Pakistan invites nominations for the following program(s) offered by the Asian Productivity Organization (APO), Japan.

- 1) File No. NPO/APO/1186/15, **Workshop on Agri-tourism Business Development**, 03-07 August 2015, West Sumatra, Indonesia, 15-AG-31-GE-WSP-B, (NPO Deadline 01 June 2015)
- 2) File No. NPO/APO/1187/15, **Workshop on Agricultural Productivity Measurement**, 22-26 August 2015, Tehran, IR Iran, 15-AG-14-GE-WSP-B (NPO Deadline 01 June 2015)
- 3) File No. NPO/APO/1188/15, **Training Course on Business Excellence for SMEs**, 12-15 October 2015, Singapore, 15-IN-28-GE-TRC-B (NPO Deadline 30 June 2015)

(To download the Project Notification, APO Bio-Data Form, Nomination Letter sample and Instructions Circular please visit the-following-link:

<http://www.npo.gov.pk/apo-international-programs/upcoming-apo-projects/>)

Following documents are required:

a.	APO Bio-Data Form, available on website (www. npo.gov.pk) and (www.apo-tokyo.org)	2 sets
b.	CV on plain paper including Date of Birth, Educational, Experience, and details of Foreign Training availed during the recent past.	2 sets
c.	Soft copies of bio-data (Form 'a' and 'b' above) must be sent to email address usmanadil.apo@gmail.com	
d.	Copy of National Identification Card (CNIC) and Passport Copy with six month validity period	1 set
e.	Approval of Competent Authority concerned	1 set
f.	<u>Certificate / Letter:</u> <ol style="list-style-type: none"> 1. Funding in case of financial arrangements to be borne by participant or participating Organization. Please see Project Notification for details 2. No other nomination of the candidate is awaited and in case of final selection participant will pay Visa Fee, Airport Taxes etc 3. in case of selection by the APO no request for withdrawal of nomination by the candidate will be made 	1 set

(Letter Sample available on website)

Office of the Secretary
 Dy. No: 4973
 Date: 14-05-2015
 28/9/15

Joint Secretary (A) Office
 Diary No: 1316
 Dated: 15-5-2015

HASSAN NAWAZ TARAR
 Secretary

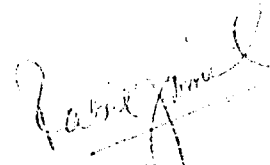
Syed Nadeem Ahmad Gillani
 Joint Secretary (Admn)

Assst Secy (Admn)
 Web Developer
 Please upload

(HASSAN NAWAZ TARAR)
 Deputy Secretary (A)

19-05-15

- g. Nominating agencies are also requested to furnish clearance / NOC in the light of Cabinet Division's instructions vide their letter No. 1-4/97-MIN-II dated 31-05-1997 circulated to all Federal and Provincial Governments.
- h. All participants on return will be required to submit an evaluation report to IR Department of NPO.
- i. The final selection of nominees rest with the APO screening committee and is not challengeable.
- j. The incomplete and late nominations received after the said date will not be processed.
- k. For any inquiry and further information please contact **Mr. Usman Adil, International Relations** (Cell: 0336-5219399, Phone: 051-2823304-05, Fax. 051-2823309)
- l. Kindly send nominations/documents at National Productivity Organization (NPO), International Relations Department, 2nd Floor, STP Building, Sector F-5/1, Constitution Avenue, Islamabad, Pakistan.


Rabia Jamil
 Head – International Relations

Encl: As above

1. Federal Secretary, Ministry of Industries and Production, Islamabad
2. All Federal Secretaries

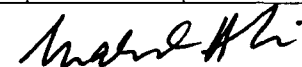
MINISTRY OF PLANNING, DEVELOPMENT & REFORM
(Training Section)

No.2(6-2)/Trg/PD/2013

Islamabad, the 19th May, 2015

Nomination alongwith Foreign Training Proforma (8 copies) of the nominee(s) should reach this Section latest by the following dates mentioned against each:

S.No.	Subject of International courses/workshops	Deadline for NPO	Deadline for M/o, PD&R
1.	Workshop on "Agri-tourism Business Development, from 03-07 August, 2015, Sumatra, Indonesia.	01-06-2015	21-05-2015
2.	Workshop on "Agricultural Productivity Measurement", from 22-26 August, 2015, Tehran, Iran.	01-06-2015	21-05-2015
3.	Training Course on "Business Excellence for SMEs", from 12-15 October, 2015, Singapore.	30-06-2015	15-06-2015


(Muhammad Maqsood Ali)
 Section Officer

Member(Dev. Communications) is requested to enter/display the subject circular on Planning Commission's website