

Training Section

Diary No: 1211
Date: 26-09-2017



Pakistan Institute of Development Economics
Quaid-i-Azam University Campus, P.O. Box 1091, Islamabad
(Project Evaluation & Training Division)

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Office of the Secretary

Dy. No: 1309/2017
Date: 13/09/2017

Admn. IV Section
Dy. No: 174
Date: 26/9/17

PPA-16/17
September 11, 2017

All the Federal and Provincial Government Departments,
Autonomous Agencies, State-owned Enterprises,
Financial Development Corporations,
Non-governmental Organizations,
Private Sector Enterprises of Pakistan and of Government of AJ&K

SUBJECT: Training Course on "Project Preparation and Appraisal" (November 13-25, 2017, Islamabad)

Dear Sir/Madam

The Pakistan Institute of Development Economics (PIDE) is organizing the subject course for the officers of BPS 17 and above of the Federal/Provincial Governments and Autonomous development agencies at PIDE premises. The objective of the course is to refresh the knowledge of development planners and managers in the area of "Project Preparation and Appraisal (PPA)". It will enhance acquaintance and improve the skills of development practitioners in planning, organizing, monitoring, implementing, and evaluating the projects effectively and efficiently.

In this connection, I am enclosing the "Course Brochure", which provides details about the course along with the "Application Form".

You are requested to nominate relevant officers from your Ministry/Department to participate in this "Training Course". The nominations will be entertained on *first come first serve basis*. Female participation will specially be encouraged. Our annual training program schedule is also attached. Please visit to our website: <http://www.pide.org.pk> for further information.

Nominations/Application Forms of candidates must reach PIDE, Quaid-i-Azam University Campus, P.O. Box 1091, Islamabad, at the earliest but not later than **November 9, 2017**.

(SHOAIB AHMAD SIDDIQUI)
Secretary

Yours sincerely,
Usman Mustafa
(Dr Usman Mustafa)

MINISTRY OF PLANNING, DEVELOPMENT & REFORM
(Training Section)

No.4(2)/Trg/PD/2013

Islamabad, the 29th September, 2017

The nomination should reach this Section latest by 6th November, 2017.

Adrees Ahmed
(Adrees Ahmed)
Section Officer

Assistant Director, JACC is requested to enter/display the subject circular on Planning Commission's website

Joint Secretary (A) Office
Diary No: 240
Date: 13/09/17

D.S (Admin) Office
Diary No: 1631
Date: 14/09/17

738
135

PAKISTAN INSTITUTE OF DEVELOPMENT ECONOMICS

(Training and Project Evaluation Division)

Quaid-I-Azam University Campus, Islamabad

Training Course on "Project Preparation and Appraisal" (PPA)"

(November 13-25, 2017 Islamabad)

The course will focus on project preparation and management in the development sectors such as industry, agriculture, livestock, water and power, transport, tourism, etc. The emphasis of the course will be on the economic appraisal of projects and the process of choice making between alternative proposals.

Participants will learn modern techniques for conducting financial, economic and social appraisal of projects through lectures, case studies, group discussions, and participants' presentations. They will improve their knowledge and applied skills in these fields after completion of course.

OBJECTIVES: The basic purpose of this course is to develop the operational skills of the participants so that they can successfully plan and assess all aspects of development projects. This expertise will be particularly useful to participants directly involved in appraising such projects. It will also be beneficial to administrators who must evaluate investment proposals prepared by others.

Acquisition of these skills has proved to be advantageous in successfully promoting careers in government ministries, public enterprises, international organizations, and private corporations.

TOPICS: The course will cover in detail a range of subjects including:

1. *Project identification, preparation and appraisal, in the light of the development goals and objectives of the country.*
2. *Preparation of feasibility report on different perspectives on project attractiveness.*
3. *Data requirements and forecasting techniques.*
4. *Project appraisal techniques: discounted cash flow measures of project worth, cost-benefit analysis and cost-effectiveness analysis.*
5. *Sources of internal and external finance: The calculation of loan terms repayment schedules.*
6. *The preparation of annual statements of economic benefits and costs for project appraisal.*
7. *Project analysis from the economy point of view: shadow pricing; income distribution factors, etc.*
8. *Project procedures in Pakistan and the relationship of the project topics to the PC-1 Form.*

STUDY METHODS: We have found that experienced professionals benefit most from a program of study that stresses the application of analytical tools to the solution of practical problems. The program has been designed with this goal in mind.

The two-week course will consist of core lectures, discussion groups, and case studies.

There will be following three sessions per day (Monday-Saturday):

Session 1: 09:00 a.m. to 10:30 a.m.	Monday-Saturday:
" 2: 11:00 a.m. to 12:30 p.m.	Tea Break: 10:30 -11:00 a.m.
" 3: 01:30 p.m. to 03.00 p.m.	Lunch and prayer break: 12:30 – 01:30 p.m.
	Friday:
	Lunch & prayer Break: 12:30 – 01:45 p.m.

PARTICIPANTS: The program has been especially tailored for people who design, select or finance development projects; and for those who measure the financial, economic and social impact of these projects. It will be of special interest to the staff in:

- ◆ Government ministries, (Federal and Provincial),
- ◆ State-owned Enterprises,
- ◆ Financial Development Corporations,
- ◆ Planning and Development Divisions, Departments, etc.
- ◆ Non-governmental Organizations involved in development work
- ◆ Private Sector Enterprises

NUMBER OF PLACES: Admission is highly competitive. We get a large number of applications and do not accept more than 25 candidates. Therefore, the candidates should apply as soon as possible. A Registration Form is attached with this brochure. Part A of the Form is to be filled in by the candidate while Part B is to be filled in by the nominating agency.

LAST DATE OF RECEIPT OF REGISTRATION FORM:

Nomination/Application Forms of the candidates must reach the PIDE, Islamabad at the earliest but not later than November 9, 2017 at the following address:

<p>Dr. Usman Mustafa Chief, Training/Project Evaluation Division Pakistan Institute of Dev. Economics Quaid-e-Azam University Campus P.O. Box 1091, Islamabad 44000 Tele: No: 051-9248071 Fax : 92-51-9248065 E-mail: usman_1811@gmail.com.pk : pide@org.com.pk Web: http://www.pide.org.pk</p>	<p>Mr. Saghir Mushtaq Staff Economist 051-9248075 Fax : 92-51-9248065 E-mail: : pide@org.com.pk Web: http://www.pide.org.pk</p>
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COSTS: A fee of Rs. 26,000/- (Rupees twenty six thousand only) per participant will be charged from the participants from government/semi government/autonomous organizations and US\$ 1000 from candidate from abroad. However, course fee from the NGOs and Private Sector Enterprises/individuals will be charged @ Rs. 30,000/- (Thirty thousand only) per participant. It should be noted that the participants' own department will be responsible for the payment of TA/DA. As PIDE has no residential facilities, the participants are expected to make their own arrangements for their stay at Islamabad.

PAKISTAN INSTITUTE OF DEVELOPMENT ECONOMICS
(Training and Project Evaluation Division)
Quaid-I-Azam University Campus, Islamabad
Training Course on "Project Preparation and Appraisal"
(November 13-25, 2017 Islamabad)

APPLICATION FORM

Part A (To be filled in by the applicant)

FULL NAME:	DATE OF BIRTH:	PLACE OF BIRTH:
ADDRESS		TELEPHONE
Office:	Residence:	Office: Res. : Fax : Telex :

EDUCATIONAL QUALIFICATIONS (Please start with the highest degree)

INSTITUTION/UNIVERSITY	DEGREE	GRADE/Division	YEAR

WORKING EXPERIENCE (Please start with the present position)

EMPLOYER	POSITION	PERIOD		BRIEF JOB DESCRIPTION
		From	To	

Please indicate your level of proficiency in the English language by putting a tick mark in the appropriate column:

Speaking			Reading			Writing		
Excellent	Good	Poor	Excellent	Good	Poor	Excellent	Good	Poor

Please consider me for a place in the upcoming course.

Dated:

PART B (To be filled in by the nominating agency)

SIGNATURE OF APPLICANT

If the applicant is selected as a participant in the course, he/she will be released from all other duties to attend the course as a full time participant. All TA/DA will be provided by the participant's own department. A crossed cheque amounting to Rs. 26,000.00 (Rupees twenty-six thousand only), Rs. 30,000.00 (from NGOs, private sector enterprises/individuals) and US\$1000 from candidates from abroad is also attached.

Signature and Seal of the Nominating Authority