

1 (2-2) 1909/PDFK/2014

GOVERNMENT OF PAKISTAN  
MINISTRY OF FINANCE, REVENUE,  
ECONOMIC AFFAIRS, STATISTICS & PRIVATIZATION  
(ECONOMIC AFFAIRS DIVISION)

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No.1(28) J-II/2014

Islamabad, the April 22, 2014

**OFFICE MEMORANDUM**

Subject: **SMALL AND MEDIUM ENTERPRISES DEVELOPMENT POLICIES(A)**

The undersigned is directed to state that the Japan International Cooperation Agency has offered fully funded training course scheduled to be held in Japan w.e.f 25-08-2014 to 20-09-2014. All concerned Ministries/Departments are requested to send nominations of two suitable officers who fulfill the following criteria to the undersigned by 30.05.2014 alongwith three (3) copies of prescribed JICA forms, surety bond and undertaking.

**Program Objectives:**

An action plan to promote SMEs development will be formulated based on the learning obtained from the training by the participants organization.

**Eligibility criteria:-**

The applicant should:

- This program is offered to officials working in government or implementing organizations for SMEs development, willing to acquire comprehensive knowledge about SMEs policy and promotion measures to become SME experts.
- Have more than 2 years experience in the field of SME promotion.
- Be a graduate of university or equivalent.
- Have a competent command of spoken and written English during the program, participants are required to presentations have discussions and write reports in English: English listening speaking and reporting skills are essential for this program.
- Must be in good health both physically and mentally to participate in the program.
- Must not be serving any form of military service.
- Be under age of forty (40) years preferably.

2. JICA Forms and specimen of surety bond, undertaking and FTC Proforma can be downloaded from EAD's Website [www.ead.gov.pk](http://www.ead.gov.pk) under "Foreign Trainings" link in "Forms" and also available on JICA Website [www.jica.go.jp/pakistan/english/index.html](http://www.jica.go.jp/pakistan/english/index.html)

**TRAINING SECTION**

No.1(2-9)/Trg/PD&R/2014

Islamabad, the 6<sup>th</sup> May, 2014

Sr. Chiefs/Chiefs/Head of all Sections, Ministry of Planning, Development and Reform is requested to nominate officers duly recommended by the Joint Chief Economist/Members concerned for the subject training course at Japan. Nomination alongwith Foreign Training proforma of the nominee(s) should reach this Section latest by 15<sup>th</sup> May, 2014.

  
(ASKAR KHAN)  
Section Officer

Chief Programmer(JACC) is requested to <sup>display</sup> enter the subject circular on Planning Commission's website

Office of the Secretary (A&B)  
Dy. No.: 3602  
Date: 24.04.2014  
By: [Signature]  
Date: 25.04.2014  
Training Section 524  
55-2/14

1(2-10) Trg / PD&R / 2014.

GOVERNMENT OF PAKISTAN  
MINISTRY OF FINANCE, REVENUE,  
ECONOMIC AFFAIRS, STATISTICS & PRIVATIZATION  
(ECONOMIC AFFAIRS DIVISION)

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No.1(27) J-II/2014

Islamabad, the April 22, 2014

OFFICE MEMORANDUM

Subject: ENVIRONMENTALLY SUSTAINABLE URBAN TRANSPORT PLANNING

The undersigned is directed to state that the Japan International Cooperation Agency has offered fully funded training course scheduled to be held in Japan w.e.f 27-08-2014 to 11-10-2014. All concerned Ministries/Departments are requested to send nominations of two suitable officers who fulfill the following criteria to the undersigned by 30.05.2014 alongwith three (3) copies of prescribed JICA forms, surety bond and undertaking.

Program Objectives:

Policies formulated for solution development to promote environmentally sustainable urban transportation system and city planning shall be approved at the respective participating organization.

Eligibility criteria:-

The applicant should:

- Be mid-level central/local government officer who belongs either to the Department of Public Transport, Department of Environment and Department of City Planning or other related agencies.
- Have more than 3 years working experience in the administration of urban transport environment or city planning.
- Be Graduate of university.
- Have a competent command of spoken and written English which is equal to TOEFL iBT 100 or more.
- Must be in good health both physically and mentally to participate in the program.
- Be between the ages of thirty (30) and fifty (50) years recommendable.
- Must not be serving any form of military service.

2. JICA Forms and specimen of surety bond, undertaking and FTC Proforma can be downloaded from EAD's Website [www.ead.gov.pk](http://www.ead.gov.pk) under "Foreign Trainings" link in "Forms" and also available on JICA Website [www.jica.go.jp/pakistan/english/index.html](http://www.jica.go.jp/pakistan/english/index.html)

(Asghar Ali)

Section Officer (Japan-II)

Tel: 9206167

**TRAINING SECTION**

Islamabad, the 6<sup>th</sup> May, 2014

No.1(2-10)/Trg/PD&R /2014

Sr. Chiefs/Chiefs/Head of all Sections, Ministry of Planning, Development and Reform is requested to nominate officers duly recommended by the Joint Chief Economist/Members concerned for the subject training course at Japan. Nomination alongwith Foreign Training proforma of the nominee(s) should reach this Section latest by 15<sup>th</sup> May, 2014.

(ASKAR KHAN)  
Section Officer

Chief Programmer (JACC) is requested to <sup>display</sup> enter the subject circular on Planning Commission's website.

Office of the Secretary  
Dy. No: 3603  
Date: 24.04.2014

PS (AS&D)  
BY NO: 1024  
Date: 25/5/2014

Training Section / 625  
4-8-2014  
5-8-2014