

No.1(69) Japan-II/2024

Islamabad, the September 24, 2024

OFFICE MEMORANDUM

SUBJECT: **CAPACITY BUILDING FOR ICT PROJECT PLANNING (B)**

The undersigned is directed to refer to the subject noted above and to state that the Japan International Cooperation Agency has offered fully funded **one seat** subject training course scheduled to be held. **w.e.f. January 15, 2025 to February 19, 2025 in Japan.** All concerned Ministries / Divisions / Departments are requested to send nomination of suitable officer who fulfills the following criteria to the undersigned by **08-11-2024** along with three (3) copies of prescribed JICA's application forms, surety bond, undertaking, CNIC, FTC Performa, and Passport as advised in the G.I. Booklet.

Course Objective:

Participants obtain skills and improve capacities for "Project Planning" to solve various issues by the application of Information and Communication Technology (ICT).

Eligibility Criteria:-

The applicant should:

- Be officers / engineers of Government organizations, in charge of Planning and designing of Information and Communication Technology (ICT) related innovations.
- Have more than 2 years of working experience in the field of ICT related innovations.
- Be a graduate or equivalent.
- Have command of spoken and written English
- Have basic computer skills.
- Be Between the age of 25 and 50 years
- Must be in good health.

2. New prescribed JICA Application Forms along with job report and specimen of surety bond, undertaking and FTC Performa can be downloaded from EAD's website www.ead.gov.pk under "Foreign Trainings" link in "Forms" and also available on JICA's website www.jica.go.jp/pakistan/english/index.html.

3. In case of selection of the officer the concerned Departments are requested to ensure timely relieving of the officer along with NOC.

4. Nomination of contractual employees will not be entertained.

[Signature]
Kamran Rehman Khan
Additional Secretary
(Admin/Org/SI/Lit)

[Signature]
Sr. J.S. (HRM)

[Signature]
(Muhammad Ishtiaq Akbar)
Section Officer (Japan-II)
Ph: 051-9201805

1. Secretary, Ministry of Information, Technology and Telecommunication, Government of Pakistan, Islamabad
2. Secretary, Ministry of Education and Professional Training, Government of Pakistan, Islamabad.
3. Secretary, Cabinet Division, Government of Pakistan, Islamabad
4. Secretary, Ministry of National Health Services, Regulation and Coordination, Government of Pakistan, Islamabad.
5. Secretary, Ministry Planning Development & Special Initiatives, Government of Pakistan, Islamabad.
6. Secretary, Ministry of National Food, Security and Research, Government of Pakistan, Islamabad.

SO (HRM-IV)

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[Signature]
30/9/24

Deputy Secretary (HRM-IV) Section
Diary No. 1008
Dated: 30-9-2024

J.S. (HRM) Office
Diary No. 148
Dated: 27-9-24

Office of the Secretary
Dy. No. 1164
Date: 26-09-24

DevCom, M/o PD&S Office of the AS (HRM/Dev.)
Diary No. 1325
Date: 30/09/2024