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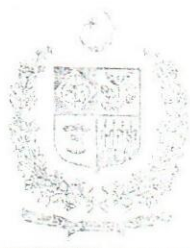
F. No. 6(2)/2024-25/TW/RO-II

Government of Pakistan

Establishment Division

Akhtar Hameed Khan National Centre for Rural Development

Park Road, Chak Shahzad, Islamabad



Ph: 051-9255154

Fax: 051-9255157

DIRECTOR GENERAL

December 03, 2024

SUBJECT: THREE DAYS TRAINING WORKSHOP ON "MANAGING STRESS AT WORKPLACE" JANUARY 20-22, 2025

Akhtar Hameed Khan National Centre for Rural Development (AHKNCRD), an Executive Department of Establishment Division, is responsible for promoting the cause of rural development in Pakistan through its programmes of training and research. Training is imparted, inter alia to officials of the Local Government and Rural Development Departments, elected representatives, Academia, functionaries of Nation Building Department (NBD's) in order to improve their professional skills and promote sharing of experiences.

AHKNCRD is planning to organize a three days training workshop on "Managing Stress at Workplace" from January 20-22, 2025. The major objectives of the training programme include:

- To understand stress at workplace, signs, symptoms and challenges associated with it;
- To discuss different types of stress and coping techniques at workplaces; and,
- To promote sharing of relevant experiences among the participants with respect to stress management.

No training fee will be charged for the training sessions; however, TA/DA of the participants shall be borne by the nominating agencies. Boarding and lodging facilities are available in the hostel located within NCRD Complex on the approved rates and the 'first come, first serve' and double occupancy basis. Food arrangements will be made by the participants on self-finance and staff will be available in the Hostel for necessary services

Participants may please be informed that Family Members, Drivers, Children are not allowed to stay with them in the Hostel.

It will be appreciated if nominations of 4-5 suitable officers from your department/organization are sent to NCRD by 17th January, 2025. The nomination letter is required to include:

Name	Designation	Department	Contact number	Email Address	Whether hostel facility is required?
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Venue: AHK National Centre for Rural Development (NCRD), Park Road, Chak Shahzad, Islamabad.

Course Coordinator: Mr. Muhammad Ahsan Jamil, Research Officer

Telephone No.: 051-9255326, Fax No.: 051-9255157; E-mail: ro2@ncrd.gov.pk

With regards,

Sincerely,

A.S (Dev/HRM)

9/13/12

Muhammad Bashir Khetran
Additional Secretary (HRM/Dev.)

Muhammad Farooq
Deputy Secretary (HRM-II)

(ISRAR MOHAMMAD KHAN)

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Deputy Secretary (HRM-I)
Diary No. 1267
Dated 19-12-24
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