

GOVERNMENT OF PAKISTAN  
(ESTABLISHMENT DIVISION)  
SECRETARIAT TRAINING INSTITUTE  
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F.No.5-9/2024-SD-II

Dated 9<sup>th</sup> February, 2024

**MEMORANDUM**

Subject: **ONE DAY (PART-TIME) TRAINING COURSE ON "PROTECTION AGAINST HARASSMENT OF WOMEN AT WORKPLACE, ACT, 2010".**

STI is organizing subject course on **27-02-2024**. The training sessions will be held from 09:30 to 12:00 hours. Details are as follows:-

**Target Audience/Group:**

This course is designed for employees of BPS 01-16.

**Course objectives:**

To update knowledge of participants about Workplace Etiquettes.

**Course Contents/Outlines:**

**i) Protection Against Harassment of Women At Workplace, Act. 2010.**

2. Owing to limited seating capacity, maximum two nominees from an organization would be accepted subject to first come first served basis. It is requested that Nominations of suitable officials of the Federal Government Ministries/Divisions/Departments and Organizations may reach this Institute latest by **23-02-2024**. Late nominations will not be entertained. Normally all nominations received by the cutoff date are accepted unless otherwise intimated. Nominating agency may, therefore, intimate its Phone/ Fax/ Mob Nos./ E-mail for this purpose and also confirm acceptance of their nominations over telephone number mentioned below. Selected officials/ nominee(s) may report to this Institute for registration on **27<sup>th</sup> February, 2024 at 09:30 hours**. No registration shall be allowed after 10:00 hours. The course is free of charge, however, if TA/DA for participation is involved; the same may be claimed from the respective nominating Organizations. Nominations from outstation i.e. other than Islamabad/Rawalpindi will not be entertained/ accepted.

  
(Muhammad Haroon Rashied)  
Deputy Director (SD-II)  
Ph: 051-9265193

To:

- (i) Joint Secretaries (Admn), Ministries/ Divisions, located at Islamabad/ Rawalpindi.  
(ii) Heads of Attached Departments/Subordinate Offices/Autonomous Bodies.  
(iii) DD (IT) for uploading STI website.

Address: Plot No.7, Sector H-9, Islamabad. Fax: 051-9265183 Website: [www.sti.gov.pk](http://www.sti.gov.pk)

Sahib Zada  
Deputy Secretary (HRM-I)

DevCom, M/O PD&SI  
Diary No. 1151  
Date 15/02/24

HRM-I Section  
Diary No. 2184  
Date: 11-02-2024

1384  
14-2-2024

J.S. (HRM) Office  
Diary No. 440  
Date: 13-02-24

137  
Chair Muhammad Kalwar  
Joint Secretary (HRM)

DS (HRM-II)

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