

No.4 (12) SEA/2024.

Islamabad, 1st April, 2024

OFFICE MEMORANDUM

DS (HRM)

02/04
Awaiz Manzoor Sumi
Secretary

SUBJECT: - IN-PERSON COURSE ON "TRADE AND BUSINESS DEVELOPMENT" TO BE HELD FROM 24TH TO 28TH JUNE, 2024. UNDER THE SINGAPORE COOPERATION TRAINING PROGRAMME.

The undersigned is directed to inform that the Government of Singapore has invited one (01) nomination for the above Partially Funded training course. The Government of Singapore will bear local hospitality (accommodation and local transfers), training fees, training allowance and group personal accident/hospitalization insurance. The round-trip airfare for participants will have to be borne by the nominating Ministry or Provincial Department.

2. The eligibility criteria and objectives of the subject course are as under:

Eligibility Criteria

- Permanent Government Officers (BS-17 and above) only and nominated by respective Federal Government or Provincial Department.
- Mid- to senior-level government officials who are involved in trade facilitation, economic planning and development work;
- Nominated by their respective governments;
- Proficient in written and spoken English; and
- In good health.

Objective

- This course will provide an overview of economic development through trade facilitation, trade policies, lowering of barriers to trade, and customs modernization.

3. Nomination of suitable candidates duly approved by the competent authority along with the following documents may kindly be forwarded to this Division by 1st May, 2024, (Wednesday), positively. Nominees are also requested to apply online at <https://go.gov.sg/TradeandBusinessDevelopment24> as required by Singapore (Mandatory). Nomination without online application will not be considered by the host.

4. Required Documents

1	Nomination letter in original	
2	Filled in Performa for FTC	01 copy
3	CNIC & Photograph	01 copy
4	Passport	02 copies each
5	Surety Bound and Undertaking	02 copies
		01 each Original

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P.D (Dev. Com)

DS (HR. I)

Handwritten signature and initials

Office of the AS (HRM/Dev.) Office of the Secretary
Diary No. 319
Dated 02-04-24
Cy. No. 6423
Date: 02-04-2024

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Rehman K
Additional Secretary
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