

Government of Pakistan
FINANCE DIVISION
(HRM Wing)
(Quality Assurance – I Section)

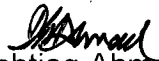
CIRCULAR

SUBJECT:- TRAINING CALENDAR FOR 3rd QUARTER (JANUARY TO MARCH, 2017)

Pakistan Planning and Management Institute(PPMI), Ministry of Planning, Development and Reform, **Islamabad** has requested, vide letter No.2(27-A)PPMI/PD/17-18 dated 16-11-2017 regarding nominations of suitable **officers in BPS-17 and above** working on relevant assignments for the following courses:-

S.#.	Course Name	Dates & Time	Date of Submission of Nominations to QA-I
i)	Performance Management in Public Sector Organization"	09- 12 January, 2018	25-12-2017
ii)	Project Preparation and Management in Public Sector	22- 26 January, 2018	06-01-2018
iii)	Primavera (Project Management Software)	06- 09 February, 2018	22-01-2018
iv)	Human Resource Management in Public Sector	20- 23 February, 2018	06-02-2018
v)	Financial Management procedures/ Policies in Public Sector	06- 09 March, 2018	22-02-2018
vi)	Development of Key Performance Indicators(KPIs)	20- 22 March, 2018	06-03-2018
vii)	Dealing Tax Matter in Government Departments	28- 30 March, 2018	12-03-2018

2. Interested officers of Finance Division are requested to forward their nominations for the above mentioned courses alongwith brief CV(one page), one recent passport size photograph and copy of their official identity card, duly recommended by the head of respective Wing by the above mentioned dates to QA-I Section.


(Ishtiaq Ahmad)
Section officer(QA-I)
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All Addl. F.Ss/Sr.JSs/JSs/Eco.Adviser/CF&AO/FAs/DFAs/DSs/SOs & equivalent Fin. Div. Ibd.
Finance Division's U.O No.F.3(7)QA-I/2014 dated 12-12-2017

Copy to:-

- i. DS(QA).
- ✓ ii. Webmaster, Finance Division, with the request to upload the circular on Finance Division's website.