

Government of Pakistan  
FINANCE DIVISION  
( Quality Assurance – I Section )  
( HRM Wing )  
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**C I R C U L A R**


Subject:- **CALL FOR NOMINATIONS FOR TRAINING COURSES AT STI, ISLAMABAD**

Secretariat Training Institute (STI), Islamabad, vide its O.Ms No. F.1-1/2017-IT-T(I) and No.F.1-1/2017-IT-T(2), dated 18-10-2017, has invited nominations for the following **part-time** training courses:-

S.#.	Course Name	Dates & Time	For whom	Date of Submission
i)	ICT & E-Governance	20-11-2017 to 24-11-2017 (0900 to 1100 hrs)	<b>For Officers BS-17 to BS-19</b>	06-11-2017
ii)	Microsoft Office 2013 / 2016 (word, excel & power point)	18-12-2017 to 29-12-2017 (0900 to 1100 hrs)	Dependents of Federal Govt. employees only	01-12-2017

2. Nominations for course at Sr.#.ii will be accepted only with prescribed form which may be downloaded from [www.sti.gov.pk](http://www.sti.gov.pk) along with copy of SSC and CNIC. A list of shortlisted participants may be seen at the above given website before four days from start of this course.

3. Interested officers/officials of Finance Division are requested to forward the nominations of their dependents on or before the given dates for the scheduled training courses duly recommended by the AFS/Sr.JS concerned to QA-I Section.

  
( Ishtiaq Ahmad )  
Section officer (QA-I)  
Ph: 051-9208523

All AFSs /Sr.JSs/EA/JSs/FAs/CF&AO/DFAs/DSs/SOs & equivalent, Fin. Div., Ibd  
Finance Division's u.o Note F.3(3)QA-I/2014 dated 30-10-2017.

**Copy to:**

- Mr. Faheem Anwar, Webmaster, EA Wing with the request to upload the circular for information on Finance Division's website.
- All DQAC's of Finance Division, Islamabad