

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

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**CIRCULAR**

Subject: - **UPCOMING COURSES IN THE MONTH OF DECEMBER 2024-NUST PDC**

National University of Sciences & Technology (NUST) Professional Development Centre (PDC) vide its letter No. 0972/02/PDC/Courses/26 dated 18<sup>th</sup> Nov, 2024 on the subject cited above is offering the following courses during December, 2024. It is pertinent to note that limited seats are available which are being offered on a first-come-first served basis. Details of the following courses are attached:

Sr.	Course Title	Dates	Timing	Investment	Submission date
i.	Management Development Program	5 <sup>th</sup> -6 <sup>th</sup> Dec,	10 am - 4 pm	Rs. 28,500/-	3 <sup>rd</sup> Dec, 2024
ii.	Enhancing SDG Embedded Corporate Social Responsibilities	17 <sup>th</sup> -18 <sup>th</sup> Dec,	10 am - 4 pm	Rs. 28,500/-	13 <sup>th</sup> Dec, 2024
iii.	Leading with Emotional Intelligence	30 <sup>th</sup> Dec	10 am – 4 pm	Rs. 18,500/-	20 <sup>th</sup> Dec, 2024

2. All interested Officers (BPS-17 & above) of Finance Division are requested to furnish their nominations, duly recommended by the AFS concerned to **QA-I Section before the date of submission**. For any quires/info, please contact: 051-90856262 or 0305-8529979 and through email: [info@pdc.nust.edu.pk](mailto:info@pdc.nust.edu.pk).

  
(Madiha Rafique)  
Section Officer (QA-I)

All Officers (BPS-17 & above), Finance Division Islamabad  
**Finance Division's U.O No.F.3 (11) QA-I/2024 dated 02.12.2024**

Copy to:-

- Webmaster, with the request to upload the circular on this Division's website.



**PDC**  
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DEVELOPMENT  
CENTRE

# Management Development Program

2-Day Training Program

 **DATE**  
5 - 6 DECEMBER

 **TIME**  
10 AM - 4 PM

 **COST**  
PKR 28,500

 **LOCATION**  
NUST PDC, H-12, ISB



## Course Outline

Phase	Content
Phase-1: Assessments	Distribution & completion of pre-course assessment materials
Phase-2: Face-to-Face Group Sessions	<ul style="list-style-type: none"> <li>• Module-1: Self-awareness: Learning your behavior strengths and areas of development.</li> <li>• Module-2: Impact: Learning the unintended consequences of your behaviors</li> <li>• Module-3: Intention: Learning how you best practice purposeful leadership behaviors</li> <li>• Module-4: Intention: Learning how you best practice purposeful leadership behaviors</li> <li>• Module-5: Development Planning: Putting the lessons into practice for your situation</li> </ul>
Phase-3: Building for the Future	<ul style="list-style-type: none"> <li>• Keep your goals in sight by taking part in a 5-week web-based follow-up goal management system that allows you to build on what you have learned at NUST PDC and discuss your progress with a NUST PDC feedback coach and/or other MDP participants.</li> <li>• Complete a follow-up assessment three months after your program to measure behavioral changes since attending MDP.</li> </ul>



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*The competitive edge you need!*



# Enhancing SDG Embedded Corporate Social Responsibilities

 **DATE**  
**17-18 DECEMBER**

 **COST**  
**PKR 28,500**

 **TIME**  
**10 AM - 4 PM**

 **LOCATION**  
**NUST PDC, H-12, ISB**

## Course Outline

### Day 1: Foundations of SDG-Embedded CSR

#### Introduction to the Sustainable Development Goals (SDGs)

- How the SDGs serve as a framework for businesses to address global challenges.
- Identifying relevant SDGs based on industry, corporate values, and mission.

#### The Evolution and Purpose of Corporate Social Responsibility (CSR)

- History and development of CSR as a business practice.
- Transition from traditional CSR to SDG-embedded CSR.
- Case studies showcasing businesses that have successfully integrated SDGs into CSR.

#### Integrating SDGs into Corporate Strategy

- Defining a business case for SDG-focused CSR initiatives.
- Techniques to align business objectives with SDG targets.
- Practical approaches for identifying priority SDGs that align with corporate goals.

#### Stakeholder Engagement for SDG-Embedded CSR

- Importance of stakeholder engagement in CSR planning and implementation.
- Building strong partnerships with NGOs, governments, and community organizations.
- Approaches to ensure transparent and effective communication with stakeholders.

### Day 2: Implementing & Measuring SDG-Embedded CSR

#### Designing Effective SDG-Aligned CSR Initiatives

- Frameworks for developing CSR initiatives with measurable impact on specific SDGs.
- Examples of CSR programs that address multiple SDGs effectively.
- Workshop: Participants outline potential CSR projects focused on one or more SDGs.

#### Measuring and Evaluating CSR Impact on SDGs

- Setting KPIs and performance metrics for tracking CSR progress.
- Methods for collecting and analyzing data to assess CSR effectiveness.
- Tools for continuous monitoring, evaluation, and reporting.

#### Reporting and Communicating CSR Efforts

- Overview of globally recognized frameworks for CSR and SDG reporting (e.g., GRI, UNGC).
- Transparency and accountability in CSR reporting practices.
- Developing a communication plan to showcase CSR efforts to stakeholders and enhance brand reputation.

#### Embedding a Sustainable CSR Culture

- Cultivating a long-term vision for SDG-aligned CSR within the organization.
- Encouraging employee engagement and ownership of CSR initiatives.
- Leadership strategies for fostering a culture of responsibility and sustainability.



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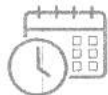
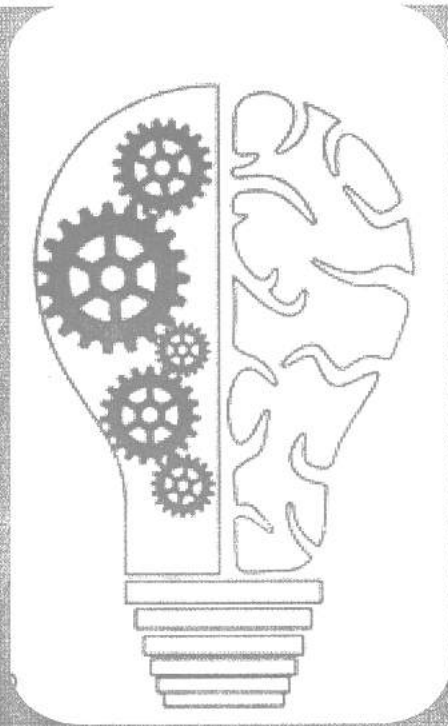
# Leading through Emotional Intelligence

DATE  
30 DECEMBER

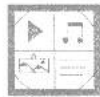
TIME  
10 AM - 4 PM

COST  
PKR 18,500

LOCATION  
NUST PDC, H-12, ISB



Duration  
**One Day**



Mode  
**Presentation + Case Study followed by Interactive Discussion**



Target Audience  
**Mid-Senior Level Leadership**



Resource Person  
**Dr. Hassan Jalil Shah,  
Professor, School of Social Sciences and Humanities (S3H), NUST**

## Objectives

- Explore advanced leadership concepts and how they are shaped by neuroscience and Emotional Intelligence (EI), their impact on leadership effectiveness, coaching practices, and interpersonal relationships.
- Discover how to apply Primal Leadership principles alongside strategic EI to lead with empathy and compassion, creating supportive and growth-oriented environments.
- Explore how integrating strategic EI, Primal Leadership, and secure base leadership from a neuroscience perspective can drive organizational efficiency and foster positive change.

## About the Workshop

This workshop explores the advanced concepts of strategic leadership, focusing on leadership through Emotional Intelligence (EI) and Primal Leadership approaches. Beginning with an analysis of EI's core elements and their impact across different professional contexts, the workshop will focus on how to leverage strategic EI to boost leadership effectiveness, emphasizing the development of empathy, self-awareness, and relationship management skills. Participants will also explore the interplay between Primal Leadership and strategic EI, discovering how emotional intelligence can be used to lead with empathy and compassion while enhancing organizational efficiency. Additionally, the workshop will cover secure base leadership, investigating its connections to psychodynamics and its role in fostering supportive, growth-oriented environments. By integrating strategic EI, Primal Leadership, and secure base leadership, participants will learn how to merge these approaches to drive organizational success.

Through engaging discussions, case studies, and hands-on exercises, the workshop aims to provide leaders, coaches, and professionals with the tools needed to lead effectively and inspire positive change within their organizations.