

Government of Pakistan  
Finance Division  
(Quality Assurance –I Section)  
HRM Wing

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**C I R C U L A R**

Subject:- **TRAINING COURSE ON OCCUPATIONAL SAFETY AND HEALTH MANAGEMENT FOR ASIAN COUNTRIES FROM 6 TO 17 OCTOBER 2025 UNDER THE THIRD COUNTRY TRAINING PROGRAMME TCTP AT MALAYSIA**

The Economic Affairs Division vide its O.M No.3(2)SEA/MALAYSIA/2025 dated 1<sup>st</sup> July, 2025 has invited nominations for the above **Fully Funded** training course. The application form and brochure are available at EAD's website [www.ead.gov.pk](http://www.ead.gov.pk) and <https://mtcp.kln.gov.my>.

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

**Eligibility Criteria:**

- Be permanent Government Officer (BS-17 and above) from this Division
- Must be middle/senior level of Government Officials from this Division responsible with occupational safety and health or labour issues.
- Female participant is highly welcomed for gender equality and Women Empowerment.
- Good command of spoken and written English

**Objectives:**


- Sharing Malaysia's and Japan's experience in managing OSH;
- Raising awareness among participants in implementing OSH improvement programmes

**Required Documents**

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|---|-----------------|
| • Nomination letter in original   | 1 copy          |
| • Filled in Proforma for FTC  | 1 copy          |
| • Application Form  | 2 copies        |
| • CNIC  | 2 copies        |
| • Medical Report  | 2 copies        |
| • Passport size photo (3.5cmX5cm) (White background)  | 2 copies        |
| • Copy of passport with 6 months passport validity<br>(all colored pages including blank pages, front & back cover) | 2 copies        |
| • Undertaking & Surety Bond   | 1 original each |

2. Interested officers of Finance Division, who fulfill the given eligibility criteria, are requested to furnish their nominations duly recommended by the AFS/head of the wing concerned alongwith FTC Proforma to QA-I Section by **18.7.2025**.

**Note:-** "In addition to the eligibility criteria specified for a training, all officers who are working on contract basis/fixed pay package or having less than two years continuous government service or less than three months of service in Finance Division or against whom disciplinary proceedings/inquiry is in progress, may need not apply".

  
(Madiha Rafique)  
Section Officer (QA-I)  
Ph: 9208523

All Officers (BS-17 & above), Finance Division, Islamabad  
Finance Division's U.O. No.F.2 (8) QA-I/2014 dated: 4.7.2025

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