

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


CIRCULAR

Subject: **TRAINING COURSES FOR 1st QUARTER (JULY-SEPTEMBER) 2024-25**

Pakistan Planning and Management Institute (PPMI), Ministry of Planning, Development and Special Initiatives, vide letter No.2(27-A)PPMI/PD/2024-25 dated 29.5.2024, invites nominations of suitable officers in BPS-17 and above working on relevant assignments for the following courses to be organized during 1st Quarter (July-September) 2024-25.

S. #	Course Name	Dates & Time	Date of Submission
1.	Managing Human Resource in Public Sector	10-12 July, 2024	28-6-2024
2	Manual For Development Projects	22-26 July, 2024	10-7-2024
3	Macro-Economic and Fiscal Management in Public Sector	29-31 July, 2024	-do-
4	Public Procurement Policies and Rules	6-9 August, 2024	23-7-2024
5	Preparation of PC-I & II	20-23 August, 2024	7-8-2024
6	Dealing Tax Matters in Government Departments	28-30 August, 2024	15-8-2024
7	Complete Project Management Cycle	2-6 September, 2024	21-8-2024
8	Microsoft Project (Project Management Software)	11-13 September, 2024	28-8-2024
9	Public Financial Management	24-27 September, 2024	11-9-2024

2. Interested officers of Finance Division are requested to forward their nominations for the above mentioned courses along with CV and local training Proforma duly recommended by AFS/head of the Wing concerned to QA-I Section before the date of submission.


(Madiha Rafique)
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All Officers (BPS-17 & above) of Finance Division, Islamabad
Finance Division's U.O No.F.3 (7) QA-I/2014 dated 12-6-2024

⇒ Webmaster with the request to upload the circular on Finance Division's website.