

Government of Pakistan
FINANCE DIVISION
HRM Wing

C I R C U L A R

Subject: - **ONE WEEK (PART-TIME) TRAINING COURSE ON "MORALITY AND ETHICS IN PUBLIC SERVICE" FROM 15th TO 19th DECEMBER, 2025.**

It is informed that STI is organizing one week (part-time) subject training course scheduled from 15-12-2025 to 19-12-2025. Training sessions will be held from 9:00 am to 11:00 am hours daily. Details are as follows:-

Target Audience/ Group:

This course is designed for Officials of BS-1 to 5.

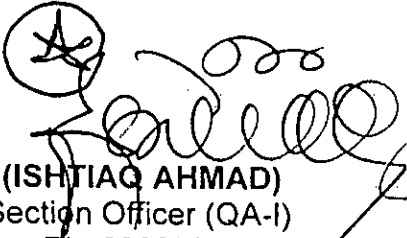
Course Objectives:

For personality grooming and building professional conduct.

Course Contents/ Outlines:

i	Disciplines, Control & punctuality	ii	Hospitality & Behaviour
iii	Ethics for Use of Cell Phone/ Handling of classified documents	iv	Work Efficiency & Ethics (Efficiency Rules & Conduct Rules)
v	Harassment Prevention (Prevention of Harassment Act).	vi	Traffic Rules / Regulations

2. Interested Officials are requested to forward their nominations duly recommended by the Head of the concerned Wings to QA-I Section by 03.12.2025.


(ISHTIAQ AHMAD)
Section Officer (QA-I)
Ph: 9208523

All Officials (BS-1 to 5), Finance Division, Islamabad.
Finance Division's U.O No.F.3 (3) QA-I/2014- dated 18.11.2025

Copy to:-

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