

Government of Pakistan
FINANCE DIVISION
HRM Wing
(QA-I Section)

CIRCULAR

Subject: - **ONE WEEK (PART-TIME) TRAINING COURSE ON "FINANCIAL ISSUES RELATED TO PENSION & RETIREMENT" FROM 08-01-2024 TO 12-01-2024**

STI is organizing subject course from 08-01-2024 to 12-01-2024. The training sessions will be held from 09:00 to 11:00 hours daily or as notified otherwise. Details are as follows:-

Target Audience/ Group:

This course is designed for officials of BPS 11-16.

Course Objectives:

To update and refresh knowledge of Participants about the Financial Rules and Procedures.

Course Contents/ Outlines:

i	Preparation of Service Book (with practical exercise)	ii	Pension Rules/Preparation of Pension Papers (FR/SR).
iii	Benevolent and Group Insurance Rules / benefits for serving & retiring Govt. servants.	iv	G.P. Fund Rules/Advances/Final Payment procedures.
v	Revised Leave Rules, 1980 and TA/DA Rules.		

2. Interested Officials are requested to forward their nominations duly recommended by the Head of the concerned Wing to **QA-I Section** by **26-12-2023 (Tuesday)**.


(Aamir Habib Abbasi)
Deputy Secretary (QA-I)
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All Officials (BPS 11-16), Finance Division, Islamabad.
Finance Division's U.O. No.F.3 (3) QA-I/2014 dated 21.12.2023

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