

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

C I R C U L A R

Subject:- **TRAINING WORKSHOP NEGOTIATION SKILLS**

Executive Development Institute (EDI), National School of Public Policy (NSPP), tradition of choosing topics of current importance for policy formulation and governance is conducting a Training Workshop on "Negotiation skills" on **12th -13th September, 2023**. EDI serves as a bridge between the public and private sector by bringing officers/executives academia and members of civil society together on the same platform for a sharing a 360 angle' view on important national discourses.

2. Negotiation skills are vital in today's competitive landscape, enabling one to navigate challenging situations with confidence and secure favourable outcomes. Whether one aims to advance one's career, close important deals, or resolve conflicts effectively, our programme equips participants with essential techniques. Led by negotiation experts, our comprehensive sessions will cover key topics such as "effective communication, understanding power dynamics, and creating value through strategic bargaining". Participants will learn to manage emotions, handle conflicts with finesse and negotiate with clarity and conviction. By enhancing one's negotiation abilities, participants will learn how to foster collaboration, resolve disputes and contribute significantly to their organizational objectives.

3. Executive Department institute (EDI) has specially designed a Two Days' Training which is aimed to get participants acquainted with the theoretical and practical aspects of negotiations. In keeping with its tradition EDI has adopted an effective and cutting edge methodology with a course design which would be conducted by leading practitioners, academicians and trainers, with a variety of lectures discussions, case studies and group work to provide hands on experience to the participants.

4. Interested Officers of Finance Division are requested to forward their nominations duly recommended by the head of their respective wings to **QA-I Section by 16.8.2023**. The Course will be conducted for participants in- person and is on non-residential basis, with nominal Course fee of Rs. 30,000/-at the EDI, National School of Public Policy, Lahore.


(Madiha Rafique)
Section Officer (QA-I)

All Officers (BS-17 & above) of Finance Division, Islamabad
Finance Division's u.o. No.F.3 (11) QA-I/2014 dated 11.8.2023

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- ⇒ Webmaster, with the request to upload the circular for information on Finance Division's website.