

C I R C U L A R

SUBJECT:- **TRAINING COURSES FOR 2nd QUARTER (OCTOBER-DECEMBER) 2022-23**

Pakistan Planning and Management Institute (PPMI), Ministry of Planning, Development and Reforms, Islamabad has requested, vide letter No. 2(27-A)PPMI/PD/2022-23 dated 01.09.2022, for nominations of suitable **officers in BPS-17 and above** working on relevant assignments for the following courses:-

S. #.	Course Name	Dates & Time	Date of Submission
1.	Macroeconomic Planning in Context of Pakistan	3-5 October, 2022	23-09-2022
2.	Projects on Result Based Management	12-14 October, 2022	05-10-2022
3.	PRIMAVERA (Project Management Software) (Only for Project Directors)	19-21 October, 2022	12-10-2022
4.	Project Life Cycle Management	24-28 October, 2022	12-10-2022
5.	Public Procurement Policies and Rules	1-4 November, 2022	24-10-2022
6.	PC-I Preparation	7-9 November, 2022	31-10-2022
7.	Project contract and Procurement management	15-18 November, 2022	07-11-2022
8.	Time Management	28-30 November, 2022	21-11-2022
9.	PRIMAVERA (Project Management Software) (Only for Project Directors)	7-9 December, 2022	30-11-2022
10	Manual for Development Project	12-16 December, 2022	2-12-2022

The requisite eligibility criteria and general requirements are as under:

Eligibility Criteria:

- All officers of Finance Division (BS-17) and above.
- Relevance of present job responsibilities with the proposed training.


Documents Required:

- Nominations along with brief (C.V) duly recommended by AFS/Head of the Wing concerned and it must be clearly indicated as Principle and Alternate Candidate.
- Duly filled local training Proforma.
- Copy of CNIC.

2. Interested officers of the Finance Division are requested to please note the following points while forwarding their nominations:

- (g) Nominations that do not fulfill the eligibility criteria will not be considered.
- (h) Nominations received after the cut-off date as mentioned by QA-I Section will not be entertained.
- (i) The required documents to be completed. Incomplete application(s) would not be entertained.

3. The mode of training whether online or face to face will be communicated at the time of confirmation to nominees.


(Madiha Rafique)

Section officer (QA-I)

☎: 9208523

All Officers (BPS-17 & above) of Finance Division, Islamabad
Finance Division's U.O No.F.3 (7) QA-I/2014 dated 20-09-2022

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