

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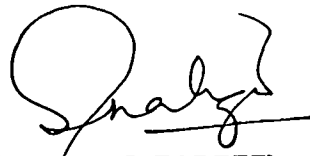
**CIRCULAR**

Subject:- **CALL FOR NOMINATIONS FOR TRAINING COURSES AT SECRETARIAT TRAINING INSTITUTE (STI), ISLAMABAD**

Secretariat Training Institute (STI), Islamabad, vide its Memoranda No.2-1/2019-20 EP (i), EP (ii) and EP (iii) dated 14<sup>th</sup> February, 2020 has invited nominations of **Officers (BS-17 to 19)** for the following part-time training courses:-

S #	Course Title	Dates & Time	Submission to QA-I
i)	Budget Preparation and Implementation in Public Sector	09-03-2020 to 13-03-2020 (05 days) (0930 to 1300)	28-02-2020
ii)	Artificial Intelligence and Governance	24-03-2020 to 27-03-2020 (04 Days) (0930 to 1300)	17-03-2020
iii)	Microsoft Office 2013/2016 (Excels)	30-03-2020 to 03-04-2020 (05 days) (0930 to 1300)	19-03-2020

2. Interested Officers (BS-17-19) are requested to forward their nominations on or before the given dates for the scheduled training courses duly recommended by the Joint Secretary/Head of the Wing concerned to QA-I Section.

  
(SHAHZAD ZAREEF)  
Section officer (QA-I)  
Ph: 9208523

**All Officers (BS-17-19), Finance Division, Islamabad/Rawalpindi**

Finance Division's u.o No.F.3(3) QA-I/2014-140

dated 21-02-2020

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