

Government of Pakistan
FINANCE DIVISION
(HRM Wing)

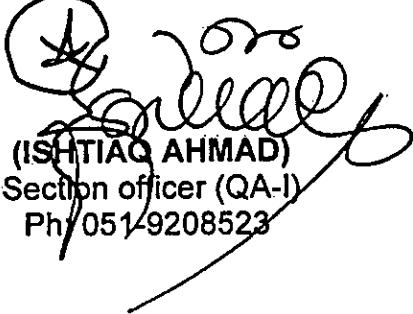
CIRCULAR

Subject: - **REQUEST FOR NOMINATION OF OFFICERS SERVING IN THE MINISTRIES DIVISION AND ATTACHED DEPARTMENTS FOR PARTICIPATION IN THEMATIC WORKSHOPS ON PARLIAMENTARY BUSINESS.**

Pakistan Institute for Parliamentary Services (PIPS), Islamabad has arranged training workshop titled "An Orientation to Powers and functions of Committees, and Parliamentary Questions" scheduled on 20th January, 2026 at the PIPS, Islamabad. (copy enclosed)

2. The objective is to build the capacity of officers and enable them to effectively prepare responses for Parliamentary Questions and appear before Committees with confidence and clarity.

3. All Interested officers (BPS 17-19) of Finance Division are requested to furnish their nominations duly recommended by AFS/head of the Wing concerned, to QA-I Section by 07.01.2026.



(ISHTIAQ AHMAD)
Section officer (QA-I)
Ph/ 051-9208523

All Officers (BPS 17-19) of Finance Division Islamabad
Finance Division's U.O No.F.3 (11) QA-I/2024 dated 06.01.2026

Copy to:- Webmaster, with the request to upload the circular on this Division's website.



PAKISTAN INSTITUTE FOR PARLIAMENTARY SERVICES
Dedicated To Parliamentary Excellence

F. No. 4(1)/2020-CB&D/PIPS

Islamabad, the 9th December, 2025

Dr. No: 8742200 (W.C.M.C.)
Date: 22.12.25

Dr. No: 1628 JS (Admn)
Date: 22-12-25

Subject: **REQUEST FOR THE NOMINATION OF OFFICERS SERVING IN THE MINISTRIES/DIVISIONS AND ATTACHED DEPARTMENTS FOR PARTICIPATION IN THEMATIC WORKSHOPS ON PARLIAMENTARY BUSINESS**

Dear Sir/Madam,

I hope that this letter finds you in the best of health and spirits!

As you are aware that the Pakistan Institute for Parliamentary Services (PIPS), established under an Act of Parliament, is a first of its kind and exclusive research, training and capacity building facility for Members of the Parliament and their functionaries. In accordance with the statutory mandate, the Institute conducts specialized training programs for government officers as well, to enhance their understanding of the working of the legislature, its constitutional role, responsibilities and its relationship with the executive.

2. In pursuance of this mandate, PIPS plans to organize a series of thematic training workshops on Parliamentary Business for the officers serving in the Ministries/Divisions and their attached Departments, who will receive training on turn basis over a period of six months. The first ten (10) selected Ministries/Divisions and their attached Departments for the first batch are enclosed at Annexure A; while Annexure B and C are attached for the second and third batches respectively. Thematic focus of the training workshop is "An Orientation to Powers and functions of Committees, and Parliamentary Questions" which will be held on the 20th January 2026, at the PIPS Islamabad. The objective is to build the capacity of officers and enable them to effectively prepare responses for Parliamentary Questions and appear before Committees with confidence and clarity.

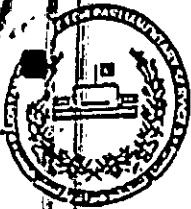
3. In this regard, it is proposed that twelve (12) officers each from the ten (10) selected Ministries/Divisions and their attached departments, serving in BPS-17 to BPS-19, may participate in the said training workshop at the PIPS, Islamabad. Accordingly, Establishment Division may kindly intimate the concerned Ministries/Divisions and their attached departments, as listed in Annexure A, for participation in the said training; whereas PIPS will keep follow-up as well. The nominations, including the officers' names, designations, and contact details, may please be shared with the PIPS on or before January 08th, 2026.

Ataturk Avenue (Service Road), Sector F-5/2, Islamabad
Tel: 051-9091000 Fax: 051-9091507
Web: www.pips.gov.pk

Dr. No: 1628 JS (Admn)
Date: 22-12-25

50
Board

01/01/26
Total 22



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4. For further coordination and information Mr. Muhammad Hanif Khan Nasar, Deputy Director (Capacity Building and Development), may be contacted over Phone: 051-9091000 or via Email: muhammad.hanif@pips.gov.pk.

With warm regards,

Yours sincerely

Samer Awais
(Samer Awais)
Director General (CB&D)

Mr. Aamir Hussain Ghazi
Joint Secretary, (Admin)
Establishment Division, Government of Pakistan,
ISLAMABAD

Cc: SPS to Secretary Establishment Division