

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

C I R C U L A R

Subject:- **2025 MOFCOM SCHOLARSHIPS-CSC PROGRAM (10 SLOTS)**

The Economic Affairs Division vide its O.M No.2(1)EA/CHINA-II/2025 dated 9th May, 2025 states that Government of People's Republic of China has offered seats for **10 qualified candidates** in 2025 MOFCOM Scholarships-CSC Program. Chinese side further informed that candidates cannot be withdrawn once nominated and the final application result will be subject to the MOFCOM and the University. The **2025 MOFCOM Scholarships-CSC Program Enrollment Guide and List of Universities for MOFCOM Scholarship-CSC Program can be downloaded from EAD's website: www.ead.gov.pk**. The programs will not involve any expenditure (TA/DA) on the part of Government of Pakistan. All candidates must follow code of conduct (Annex-I). The requisite general requirements are as under:-

Eligibility Criteria:

- Officers (BS-17 & above)
- Age 45 years (born after September 1, 1980)
- Three years working experience, and be a bachelor degree holder when applying for master's program; be a master's degree holder when applying for doctoral program;
- Be sufficient in English which meets the academic requirements of the program, be equivalent to IELTS 6.0 and 80 and above level;
- **Contract Employees are not eligible.**
- Female applicants should be more than 30%.


Documents Required:

The Following documents (02 sets of each) are required to be sent along with the nominations to this Ministry:

- Application Form with Participant signature and Photo
- Latest FTC Proforma downloaded from website
- Copy of CNIC
- Foreign Physical Examination Form with Photo
- Surety Bond
- Undertaking
- Full sets of application documents (Annex-II)

2. Officers of Finance Division, who fulfill the given eligibility criteria, are requested to furnish their nominations duly recommended by the AFS/head of the Wing concerned alongwith required documents to QA-I Section by 16.5.2025. For further details/ information/ forms / FTC Proforma are available at EAD's website: www.ead.gov.pk.

Note:- "In addition to the eligibility criteria specified for a training, all officers who are working on contract basis/fixed pay package or having less than two years continuous government service or less than three months of service in Finance Division or against whom disciplinary proceedings/inquiry is in progress, may need not apply".


(Madiha Rafique)
Section Officer (QA-I)

All Officers (BPS-17 & above), Finance Division, Islamabad
Finance Division U.O F.No.2 (2)/2014-QA-I/2014 dated 13.5.2025

Copy to:-

Full set of application documents at least including as below FYI:

- (1) A formal **degree certificate** of the degree with attestation by Higher Education Commission Pakistan (original or notarized photocopy);
- (2) **Academic transcript** of university with attestation by Higher Education Commission Pakistan (original or notarized photocopy);
- (3) **Resume** in English, including personal background, study experience after high school and working experience;
- (4) **Personal statement** in English; such as the motivation for applying, the advantages and accomplishment after fulfilling the program, the study plan and the career goal, etc.
- (5) **Two Letters of Recommendation**, original in English or in Chinese: one letter must come from a professor (or at least an associate professor) of the previously enrolled university; the other must come from the current employer or supervisor;
- (6) Personal and ordinary **passport**;
- (7) Photocopies of **English language Certificate**;
- (8) **Foreigner Physical Examination Form**;
- (9) **Application Form**;
- (10) **NO Criminal Record certificate** from Birth with attestation by Ministry of Foreign Affairs ;
- (11) **Application Letter to ECO** mentioned if the program applied full, accept similar programs or not.

CODE OF CONDUCT

1. Adhere to the laws of the People's Republic of China and the relevant regulations outlined in the relevant seminar / training.
2. While the Chinese government upholds the freedom of religion, it is important to note that foreigners are prohibited from distributing religious propaganda material or engaging in activities that aim to recruit followers.
3. In case of an emergency, please promptly inform the staff for immediate assistance.
4. Please ensure the safety of your personal belongings and consider storing them in the hotel if needed.
5. If you have any specific dietary requirements, kindly inform the staff as soon as possible.
6. When visiting scenic spots and historical sites, please be attentive to signs indicating that photography is not allowed.
7. Please observe Chinese laws and Regulations during your stay. Especially the norms of "sexual harassment" can be different from your country's. Please avoid inappropriate and undesirable situations, which can lead to the termination of your program and draw legal consequences. Acts, conversation, correspondence, emails, gestures that can be construed as harassment must be strictly avoided.
8. You are not allowed to work, because you receive living allowance from China and the purpose of your stay in China is to engage in study / research.
9. Universally courtesy and politeness costs nothing and only earn friends. It is always beneficial to be courteous and polite. Politeness is not a sign of weakness. It shows good breeding, education and upbringing.
10. Female colleagues must be respected. They are fellow officers. Some very basic things shall be considered while interacting with the female colleagues:
 - Generally, as a mark of respect, one should stand when a female enters a room.
 - Personal space should be respected during conversation and a comfortable distance should be maintained.
 - Personal remarks on their dress and appearance should be avoided.
 - Loose language or inappropriate terms should not be used.
 - Inappropriate jokes should not be cracked.

- Hand gestures universally deemed obscene should not be made.
- Staring should be strictly avoided.
- Situations that make female colleagues uncomfortable should be avoided.
- While talking to a female, hands should never be placed in trousers pockets.
- Personal questions should never be asked (age, height, weight, marital status etc).
- Ordinarily, men should open the door for women.
- Females should always precede a male while entering a room.
- Door of a car should be opened for a female colleague.

11. Psychological harassment is against Chinese norms, that shall strictly be avoided:

- a. Persistent, unjustified and unnecessary negative attacks on personal or professional performance;
- b. Manipulation of an employee's personal or professional reputation by rumor, gossip or ridicule;
- c. Offensive comments or behavior relating to the ethnic origin, physical characteristics or religion of an individual;
- d. Exclusion or continued isolation from professional activities;

12. Social media ethics ought to be adhered to with responsibility.

13. **Emergency Calls:** 120 for Hospital 119 for Fire Department 110 for Police

Madiha Rafique
Section Officer QA-I
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