

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

C I R C U L A R

Subject:- BILATERAL SEMINAR ON PAKISTAN ARTIFICIAL INTELLIGENCE AND CROSS-BORDER E-COMMERCE TRAINING (20 SLOTS)

The Economic Affairs Division vide its O.M No.6(3)EA/CHINA-II/2025 dated 14th May, 2025 states that Government of People's Republic of China has offered subject bilateral training course for Officers of the Government of Pakistan. The Chinese side has further informed that candidates cannot be withdrawn once nominated. The Government of Pakistan will not be liable to bear any cost. The detail of the program is at (Annex-I). The candidate will follow code of conduct (Annex-II). The requisite general requirements are as under:-

Eligibility Criteria:

- Officers (BPS-17 & above) of this Division most relevant to the training program.
- Proficiency in English.
- Maximum age limit is 50 years for BS-20 & above, and 45 years for BS 17-19.
- Contract Employees are not eligible.


Documents Required:

The Following documents are required to be sent along with the nomination:

- Application Form with personal signature and photo (Original & Copy)
- Information Form with personal signature and photo (Original & Copy)
- Copy of Passport at least six months of remaining validity and blank visa pages
- Foreign Physical Examination Form with personal photo (Original & Copy)
- No criminal record certificate or Police Clearance Certificate attested by Ministry of Foreign Affairs of Pakistan, if not visited China within 5 years
- FTC Proforma
- Copy of CNIC
- Surety Bond on stamp paper (Original)
- Undertaking on stamp paper (Original)
- No Objection Certificate (Provide within two days after selection)

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 1.7.2025. 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 Islamabad dated 26.5.2025

Copy to:-

Webmaster, with the request to upload the circular for information on Finance Division.

Seminar on Artificial Intelligence and Cross-border E-commerce for Pakistan

Program name	Seminar on Artificial Intelligence and Cross-border E-commerce for Pakistan		
Organized by	Shandong Foreign Trade Vocational College		
Time	2025-09-09 -- 2025-09-29	Language used	English
Countries invited	Professionals in cross-border e-commerce and AI related fields from Pakistani government, academia, and businesses		
Planned number of participants	20		
Requirements for the Participants	Age	Under 45 for officials at or under director's level; Under 50 for officials at director general's level.	
	Health condition	In good health with health certificate issued by the local public hospitals; without diseases with which entry to China is disallowed by China's laws and regulations; without severe chronic diseases such as serious high blood pressure, cardiovascular/cerebrovascular diseases and diabetes; without metal diseases or epidemic diseases that are likely to cause serious threat to public health; not in the process of recovering after a major operation or in the process of acute diseases; not seriously disabled or pregnant.	
	Language competence	Capable of listening, speaking, reading and writing in English during the training	
	others	Family members or friends shall not follow	
Venue	Qingdao City of Shandong Province	Weather conditions	18°C~25°C
Cities to be visited	Hefei City, Anhui Province Jinan City, Shandong Province	Weather conditions	Hefei City, Anhui Province: 19°C~28°C Jinan City, Shandong Province: 18°C~27°C
Remarks	<p>1. Please prepare a valid passport and visa in advance. 2. The seminar will organize participants to make learning reports and exchange experiences on cross-border e-commerce practical skills and application of artificial intelligence technology. Participants are required to make adequate preparations in advance. 3. If you are unable to depart on time due to special circumstances, or if your flight is delayed during the transfer, please contact the contact person of the project in time to inform the latest flight status so that pick-up can be arranged. 4. In principle, individuals are not allowed to change their international air tickets. If you need to do so, please contact the Economic and Commercial Affairs Office to change the ticket according to the procedures. If the air ticket is changed without consent, the expenses and responsibilities arising therefrom shall be borne by the individual. 5. Please check whether you need to re-check your baggage when you transfer to another flight. After you have claimed your baggage on the ground, please wait patiently at the international arrival exit (or domestic arrival exit), and the staff will pick you up with a pick-up board with the name of the organizer written on it. If you are waiting for more than 15 minutes, you can talk to the contact person of the project on the phone. 6. In case of loss of checked baggage that needs to be registered with the airline, please call the contact person of the project to confirm the baggage delivery address before filling out the registration form. 7. Please check</p>		

	the weather forecast for the training location and pack appropriate clothing. Bring lightweight and comfortable footwear for outdoor visits and field trips. Formal attire or traditional ethnic dress is required for key events during the training. 8. Please bring a small amount of common medicines. 9. Individual hotels do not provide computers, so please bring your own if needed.	
Contact information of the organizer	Contact person for the program	Ms.Han Dongzhen, Ms.Wang Baohong
	Office phone	0086-532-55761298(Ms.Han), 0086-532-55761298(Ms.Wang)
	Mobile phone	0086-13045075095(Ms.Han), 0086-13791994896(Ms.Wang)
	Fax	0086-532-55761212(Ms.Han), 0086-532-55761212(Ms.Wang)
	E-mail	handongzhen@126.com(Ms.Han), sdpeixun2012@126.com(Ms.Wang)
	Address	Shandong Foreign Trade Vocational College, 201 Jufeng Road, Licang District, Qingdao City, Shandong Province
About the Organizer	<p>Shandong Foreign Trade Vocational College boasts the longest history of foreign trade and economic vocational education in Shandong Province, which is a national quality college, Shandong quality college, Shandong characteristic school and Qingdao brand school. 70,000 graduates have been cultivated in the past 60 years, and alumni have founded more than 3,000 large-scale enterprises of various types, which have made outstanding contributions to the economic and social development of the region. With 12,000 full-time students and more than 600 teachers, the college now offers 24 majors in international trade, e-commerce and logistics management. The college is the chairman of the Teaching Guidance Committee of Foreign Language Specialties in Vocational Colleges and Universities of the Ministry of Education of the People's Republic of China, and the vice-chairman of the National Teaching Guidance Committee of Vocational Education in Foreign Trade and Economic Cooperation. It has a large-scale practical training base on the west coast of Qingdao and five research centers, including the Research Center of Free Trade Zone. The college is subordinate to the Department of Commerce of Shandong Province, and has close contact with the Commerce Bureaus of various cities in the province, so that it can call on all kinds of resources in the province, and has cooperative relations with thousands of enterprises, and has off-campus training bases in cooperation with famous enterprises such as Seaview Garden Hotel, China Travel Service (Qingdao) Limited, Hisense Group and so on.</p> <p>In recent years, our college has successfully organized "2021 Seminar on Cross-border E-commerce Development Strategy for 'Belt and Road' Countries (Online)" "2022 Seminar on Cross-border E-commerce and Mobile Payment for Lebanon" "2023 Seminar on Cross-border E-commerce Development for Portuguese-speaking Countries" "2023 China-Pakistan Cross-border E-commerce Talent Training Program" "2024 Seminar on Cross-border E-commerce for Iran" and other training programs. We have frequently received many thank-you letters from the participants. The training programs garnered extensive coverage in both domestic and international media, achieving good social benefits. In March 2022, the "Capacity Building Program on Cross-border E-Commerce for Poverty Alleviation and Sustainable Development for Youth from Developing Countries (Online)" organized by our college trained more than 1,100 participants from 94 countries. In June 2022, this program was included in the outcome list of the High-level Dialogue on Global Development chaired by President Xi Jinping.</p> <p>Our college has maintained years of cooperation with renowned universities such as the University of International Business and Economics, Shandong University, and Ocean University of China; research institutions and industry associations such as the Informatization Research Center of Chinese Academy of Social Sciences, the China</p>	

	<p>E-commerce Research Center, the Shandong E-commerce Promotion Association, and the Shandong Cross-border E-commerce Association; and leading cross-border e-commerce platform enterprises including Amazon, Alibaba, iFLYTEK Co. Ltd., and Inspur Group and other companies. We have held multiple cross-border e-commerce training sessions at home and abroad and amassed a great wealth training experience.</p>
Training content	<p>This seminar is primarily for professionals in cross-border e-commerce and AI related fields from Pakistani government, academia, and businesses. The training contents include: 1. Introduction to China's national conditions; 2. China's cross-border e-commerce policies and "Belt and Road" cooperation opportunities; 3. AI basic theories and algorithmic applications; 4. Cross-border e-commerce compliance and customs clearance and intellectual property rights protection; 5. Application of AI in the operation of cross-border e-commerce platforms; 6. AI-driven cross-border e-commerce data analysis; 7. Cross-border Electronic Payment Systems and Risk Management; 8. Collaborative Optimization of Intelligent Logistics and Supply Chain; 9. Application of AI in Customer Service and User Experience; 10. Cross-border Live Streaming and Overseas Short Video Operation; 11. Construction of Independent Cross-border E-commerce Websites and SEO Optimization; 12. Analysis of the Full-custodial and Semi-custodial Models in Cross-border E-commerce, etc.</p> <p>This seminar will combine lectures, discussions, and site visits, and take participants to Hefei City of Anhui Province and Jinan City of Shandong Province. Hefei City is an important administrative center and commercial port in China's Jianghuai region, an advanced manufacturing base in central China, a regional science and technology innovation highland, and a national science and technology innovation pilot city. During their stay in Hefei, participants will visit the iFLYTEK Co. Ltd., Anhui (Shushan) Cross-border E-commerce Industrial Park, and other sites. Jinan has been officially approved by the State Council as a pivotal central city in the Yellow River Basin, a national historical and cultural city, a comprehensive national transportation hub, an advanced manufacturing base and a commercial and logistics center in northern China, and a regional sci-tech innovation center. During their stay in Jinan, participants will visit the Inspur Group, the Artificial Intelligence Incubation Base of Qilu Software Park and other sites. Qingdao, where the seminar will be held, is a national separately listed city and an important central city along the coast, and is the host of major international events and political and economic summits such as the Olympic Sailing Competition and the SCO Summit. During their stay in Qingdao, participants will visit the Haier COSMOPlat Industrial Internet Ecological Park, Qingdao Beauty Online New Economy Industrial Park and other places, and hold discussions.</p> <p>The seminar seeks to enable participants to gain insights into China's achievements in cross-border e-commerce development and AI technological innovation, learn from China's advanced experience, explore cooperation opportunities in depth, and promote the further development of friendly relations between the two countries in a limited period of time.</p> <p>Note: There may be adjustments in visiting cities according to actual situation.</p>

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**
