

GOVERNMENT OF PAKISTAN  
MINISTRY OF COMMERCE

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No. 5(1)/2024-Admn-I/HR-I

Islamabad, the 14<sup>th</sup> June, 2024

CIRCULAR

SUBJECT. - SEMINAR ON TRADE FACILITATION FOR PAKISTAN FROM 10<sup>TH</sup> -23<sup>RD</sup> OCTOBER, 2024

Please find enclosed herewith a copy of self explanatory Office Memorandum No. 6(9)EA/China-II/2024, dated 7<sup>th</sup> June, 2024, received from Ministry of Economic Affairs Division, on the above mentioned subject for placing on the website of the Ministry of Commerce.

2. Interested/relevant officers from Main Ministry and its Attached Departments/Organizations who fulfill the eligibility criteria may send their nominations, duly approved by their respective Head(s) of the Wing(s)/Departments to HR-I Section (along with their C.V, Services Profile and details of availed Foreign Training/Workshops etc), latest by 09-08-2024 positively. *Nominations received after the deadline will not be entertained.*

Encl: As Above



(Aamir Waheed)  
Section Officer (HR-I)

Database Administrator,  
Ministry of Commerce,  
Islamabad

**GOVERNMENT OF PAKISTAN  
Ministry of Economic Affairs  
Economic Affairs Division  
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No.6(12)/EA/China-II/2024

Islamabad, the 10<sup>th</sup> June, 2024

**OFFICE MEMORANDUM**

**SUBJECT: SEMINAR ON TRADE FACILITATION FOR PAKISTAN FROM 10<sup>TH</sup> - 23<sup>RD</sup> OCTOBER, 2024**

The undersigned is directed to state that Government of People's Republic of China has offered subject bilateral seminar for the Officers of Government of Pakistan. The Government of Pakistan will not be liable for any cost. The requisite qualification and general requirements are as under: -

**1. Eligibility Criteria**

- Officers (BS-17 & above) of Ministries / Divisions and Provincial Governments most relevant to the training programmes.
- 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

**2. Documents Required**

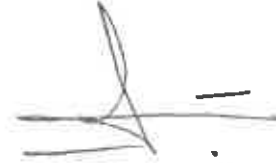
The following documents (02 sets of each) are required to be sent along with the nomination:

- Application Form
- Information Form duly filled in by the nominee.
- FTC Proforma.
- Copy of CNIC
- Copy of Passport at least six months of remaining validity and blank visa pages
- Medical Certificate (Foreigner Physical Examination Form)
- Surety Bond
- Undertaking
- No criminal record certificate or Police Clearance Certificate attested by Ministry of Foreign Affairs of Pakistan, if not visited China within 5 years.

2. Nominations of suitable candidates fulfilling the eligibility criteria duly approved by the competent authority may be forwarded to this Ministry by 06<sup>th</sup> September, 2024 positively. All Ministries / Divisions / Attached Departments and Provincial P & D Departments must note the following points while nominating the candidates:

- a. Most relevant candidates should be nominated for the subject training programmes.
- b. Nomination of candidates should reach EAD before the deadline. Late arrival of nomination after the EADs' deadline will not be entertained.
- c. Nomination papers complete in all respect may be forwarded to MoEA through proper channel i.e. through their respective Administrative Ministry / Division/ P&D Department.
- d. For further details / information / forms / FTC proforma EAD's website: [www.ead.gov.pk](http://www.ead.gov.pk) may be visited.

3. In order to avail trainings programs, it may be ensured that suitable nominations along with their complete documents provided to this Ministry before closing date.



**Samreen Khan,**  
Section Officer (China-II)  
Tel: 051- 9205204

**Distribution**

- 1 Secretary, Ministry of Commerce, Government of Pakistan, Islamabad
- 2 Secretary, Ministry of Industries & Production, Government of Pakistan, Islamabad
- 3 Chairman, Federal Board of Revenue, Islamabad
- 4 Chairman, Board of Investment, Government of Pakistan, Islamabad
- 5 Chairman, P&D Board, Government of Punjab, Lahore.
- 6 Chairman, P&D Board, Govt. of Sindh, Karachi.
- 7 Additional Chief Secretary, P&D Department, Govt. of KPK, Peshawar.
- 8 Additional Chief Secretary, P&D Department, Govt. of Balochistan, Quetta.
- 9 Additional Chief Secretary, P&D Department, Govt. of AJK, Muzaffarabad.
10. Additional Chief Secretary, P&D Department, Gilgit Baltistan, Gilgit.