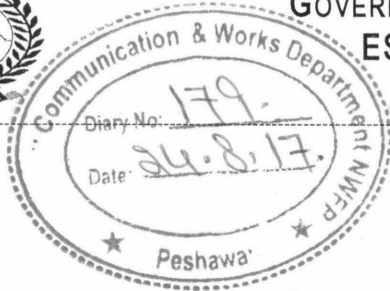




GOVERNMENT OF KHYBER PAKHTUNKHWA  
ESTABLISHMENT DEPARTMENT  
(HRD WING)



No. SO (HRD-1)/ED/3-6/2013/PARD  
Dated: Peshawar the 16<sup>th</sup> August, 2017

To

- 1- All Administrative Secretaries Khyber Pakhtunkhwa.
- 2- All Divisional Commissioners, Khyber Pakhtunkhwa.
- 3- The Additional Secretaries/ Deputy Secretaries/ Section Officers in E&A Department Khyber Pakhtunkhwa

Diary No: 1118  
Date: 18/8/17  
Secretary C&W Deptt.

**SUBJECT: - NOMINATION FOR THE TRAINING COURSES.**

Dear Sir,

I am directed to refer to the subject cited above and to forward herewith a copy of Pakistan Academy for Rural Development, Khyber Pakhtunkhwa letter No. TRG/2017/724 dated 31<sup>st</sup> July, 2017 which is self-explanatory.

2. It is requested that willingness/nomination of suitable officers (BS-17 & above) for the above training programme, fulfilling all the requirements/conditions, may be furnished to this office/Department at least **one week** before start of the training course, for onward submission to the quarter concerned.

Encls: As above.

Endst: No. & date even.

1. The Additional Director (Trg), Pakistan Academy for Rural Development (PARD), Khyber Pakhtunkhwa, Academy Town, Peshawar w/r to his letter as quoted above.
2. PS to Secretary to Government of Khyber Pakhtunkhwa Establishment Department.
3. PS to Special Secretary (Estt)/(Reg) E&A Department Khyber Pakhtunkhwa.
4. PA to Additional Secretary (HRD), Establishment Department Khyber Pakhtunkhwa.

Yours faithfully,

*Anwar Shah*  
(ANWAR SHAH AFRIDI)  
SECTION OFFICER (HRD-II)

*Anwar Shah*  
SECTION OFFICER (HRD-II)

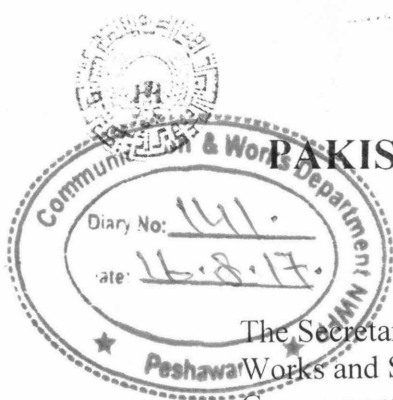
16.08.017

*Sr. clerk:*  
*Pls put up*  
*along with the letter*  
*of Pak: academy of*  
*Rural Development.*

*22/8*

*9-2*

144.



**PAKISTAN ACADEMY FOR RURAL DEVELOPMENT**  
ACADEMY TOWN, PESHAWAR

The Secretary,  
Works and Services Department,  
Government of Khyber Pakhtunkhwa,  
Peshawar

Diary No. 9787  
[ 8-8-2017 ]  
Secretary C&W Deptt.

No:TRG/(2017) 724  
July 31, 2017



**Subject: Nomination for the Training Courses**

DISPATCHER  
Pakistan Academy For Rural  
Development Peshawar.

Honourable Sir/Madam,

Pakistan Academy for Rural Development, Peshawar (PARA) is a Training and Research Organization of the Federal Government working since 1957. PARA offers training programme to meet the changing needs of professionals working at various levels of governance. The following training course is planned in the Month of September 2017.

S.No.	Programme Title	Period
1	<b>Strengthening Livestock and Dairy Sector in Pakistan</b>	<b>September 18-22, 2017 Five-Day</b>
2	<b>Office Procedure and Management in Public Sector Organizations</b>	<b>September 26-28, 2017 Three-Day</b>

*A.S. 10/8*  
*11/8*

2. You are requested to kindly nominate 03-04 Officers (Grade 17 & above) for the above cited subject training courses. Nomination(s) are required at the earliest, preferably along with contact numbers of the nominee(s). PARA encourages women's participation in the training courses required for the development of the country.

3. There is no Training Fee; however, the participants will have to bear the boarding and lodging costs themselves from their TA/DA. PARA has accommodation facilities, which are provided to the participants on approved rates. The TA/DA of the participants shall be borne by their respective nominating departments/organizations.

4. The nominees may be advised to report at PARA for registration before 09:00 AM.

5. For further information, please contact Program Officer or Assistant Private Secretary (APS) on phone number 091-9224478. Please don't hesitate to contact the undersigned on my cell No. 0333-9165163 for any query.

*11/8*

With best regards.

*Sr. Clerk*  
*Recd process*  
*11/8*

*Naznin*  
(Naznin Shad)  
Additional Director (Trg)  
Pakistan Academy for Rural  
Development, Peshawar

Phone: 091-9224478 Fax: 091-9224476.

