

GOVERNMENT OF PAKISTAN
PLANNING COMMISSION
PLANNING AND DEVELOPMENT DIVISION
(GOVERNANCE SECTION)

No. 9(14)G/PC/2009

Islamabad, the 16th February, 2012

MEMORANDUM

Subject: **TRAINING IN INFORMATION TECHNOLOGY FOR THE GOVERNMENT EMPLOYEES**

Pakistan Computer Bureau (PCB) has invited nominations for Basic as well as Advanced IT Courses. The Technical Manpower of Computer Section/IT Departments working in BPS-16 & above are eligible to participate in Advance Courses where as Basic Courses are open for all employees in BS-5 and above. The tentative scheduled courses for February, 2012 are as under:

S.No	Courses	Date
1	Basic I.T Training (MS. Office 2007)	2-30 April, 2012
2	Microsoft Power Point 2007	23-30 April, 2012
3	A+ Computer Hardware	16-30 April, 2012
4	Microsoft Access 2007	9-23 April, 2012
5	Microsoft ASP.Net	9-27 April, 2012
6	Fundamentals of Computer Graphics	9-30 April, 2012

2. All Officers/Officials concerned are requested to send their nominations for the above mentioned courses duly recommended by the supervisor concerned. Recommendations along-with latest bio-data of the nominee(s) should reach this Section **at least 10th March, 2012.**

(M. Haseeb Raza)
Research Associate

All Officers / Officials concerned of P&D Division