

Most Immediate
By Special Messenger

GOVERNMENT OF PAKISTAN
MINISTRY OF PLANNING, DEVELOPMENT & REFORM
(Training Section)

No.4(1)Trg/Estb-IV/PDR/2018

Islamabad, the 19th March, 2018

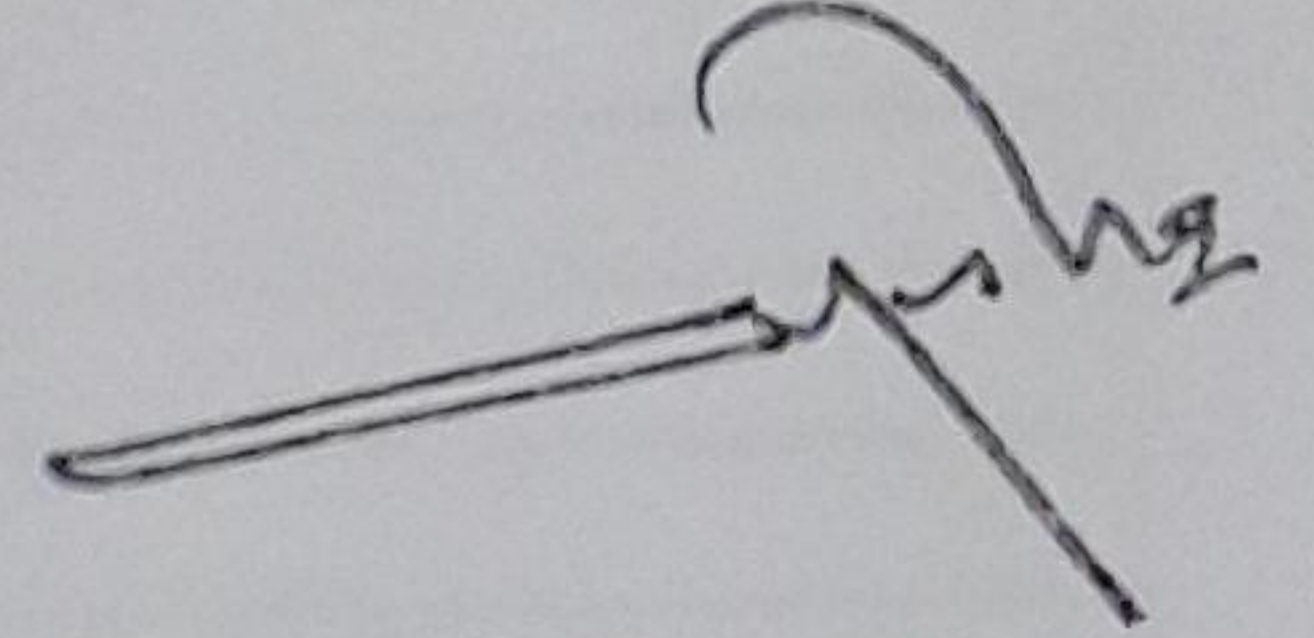
Memorandum

Subject: **Request for Nominations for Two Week (Part Time) Training Course on "Duties & Responsibilities of Private Secretaries/Assistant Private Secretaries" from 02-04-2018 to 13-04-2018.**

Reference Secretariat Training Institute(STI)'s Memorandum No.5-1/2018-SD.I dated 1st March, 2018 (copy enclosed) on the subject cited above.

2. Please obtain & convey nominations for the subject course for transmission to Secretariat Training Institute.

Encl: As above



(Ayesha Javed)
Section Officer(Estb-IV)

✓ Project Director(Dev. Communications) is requested to upload/display the subject circular at the website of Planning Commission.

Copy to concerned Admns.

1. Section Officer(Est-III).
2. Section Officer (Admn.V).