

Government of Pakistan
Ministry of Finance, Revenue and Economic Affairs
(Economic Affairs Division)

No. 3 (20) SEA/2018

Islamabad, the 26th April, 2018

OFFICE MEMORANDUM

Subject: **TRAINING COURSE ON "BRIDGING THE GAP IN DEVELOPING CLASSROOM SKILLS: THE MAKING OF AN EFFECTIVE FACILITATOR" TO BE HELD FROM 16 JULY TO 10 AUGUST, 2018 AT MALAYSIA**

The undersigned is directed to inform that the "Institute of Teacher Education (ITE) Malaysia", Government of Malaysia will be organizing the **Fully Funded** subject training program and has invited **two (02)** nominations for the said training program scheduled to be held from **16 July to 10 August, 2018** at Malaysia. The detailed information and application form may be downloaded from websites: http://mtcpcoms.kln.gov.my/mtcpcoms/online/list_course & www.ead.gov.pk

2. The objectives and eligibility criteria and of the course are as under: -

Objectives

- Share and exchange knowledge and experience.
- Examine current classroom practices and their impact on learners
- Explore a range of skills involved in facilitation, deliver modes and cooperative learning.
- Enhance the Participant's knowledge and skills in the specific areas of facilitation, delivery modes and cooperative learning

Eligibility Criteria

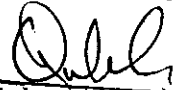
- Be Government Officers (BS-17 and above) working in the related field and nominated by respective Federal Government or Provincial Department
- Age between 25-45 years
- Preferred background in TESL/TESOL/TEFL
- Has not Participated in any course under MTCP
- Medically and physically fit to attend the course.
- Have a good command of spoken and written English

3. Nomination of suitable candidates fulfilling the laid-down eligibility criteria prescribed by the sponsoring agency duly approved by the competent authority along with the following documents may kindly be forwarded to this Division by the close of business hours (4pm) on **11th May, 2018 (Friday)** positively.

- | | | |
|----|---|------------------|
| 1. | Application form (duly filled in, the incomplete MTCP application forms even not a single entry/field will not be accepted by donor agency) | 04 copies |
| 2. | Profarma for Foreign Training | 01 copy |
| 3. | Surety Bonds | 01 copy |
| 4. | Undertaking. | 01 copy |
| 4. | Passport Copy | 01 copy |
| 5. | Copy of National Identity Card | 01 copy |



4. Incomplete documents/late submission of documents/nomination will not be accepted. Moreover, any deliberate provision of wrong information on the part of the candidate shall be viewed seriously.


(Syed Qalab-e-Abbas)
Section Officer (SEA)

Ph. No. 051-9202084/Fax: 051-9211822

1. Secretary, Cabinet Division, Islamabad
2. Secretary, Establishment Division, Islamabad
3. Secretary, Capital Administration and Development Division, Islamabad
4. Secretary, Ministry of Kashmir Affairs & Gilgit Baltistan, Islamabad
5. Secretary, Planning Development & Reform Division, Islamabad
6. Secretary, Ministry of Housing and Works, Islamabad
7. Secretary, Ministry of Federal Education and Professional Training, Islamabad

Copy forwarded for similar action to:-

1. Chairman, Planning & Development Board, Government of Punjab, Lahore
2. Chairman, Planning & Development Board, Government of Sindh, Karachi
3. Additional Chief Secretary, P & D Department, Government of Khyber Pakhtunkhwa, Peshawar
4. Additional Chief Secretary, P & D Department, Government of Balochistan, Quetta
5. Additional Chief Secretary, P & D Department, Government of Azad Jammu & Kashmir, Muzaffarabad
6. Secretary, P & D Department, Government of Gilgit Baltistan, Gilgit
7. Additional Chief Secretary, FATA Secretariat, Peshawar
8. Secretary, Education Department, Government of Punjab, Lahore.
9. Secretary, Education Department, Government of Sindh, Karachi.
10. Secretary, Education Department, Government of Khyber Pakhtunkhwa, Peshawar.
11. Secretary, Education Department, Government of Balochistan, Quetta.
12. Secretary, Education Department, Govt. of Azad Jammu & Kashmir, Muzaffarabad.
13. Secretary, Education Department, Government of Gilgit Baltistan, Gilgit.
14. Section Officer (Admin-I), EAD

Cc:

1. Joint Secretary (EC), EAD
2. Joint Secretary (Admin.), EAD
3. SO (UN-III)/Secretary (FTC), EAD
4. Network & System Administrator, EAD