

Government of Pakistan  
Ministry of Economic Affairs  
(Japan Wing)

No.1(23)Japan-II/2024

Islamabad, the May 02, 2024

**OFFICE MEMORANDUM**

**SUBJECT: ENHANCEMENT OF POSTAL INFRASTRUCTURE SYSTEM USING DIGITAL TECHNOLOGIES**

The undersigned is directed to refer to the subject noted above and to state that Japan International Cooperation Agency has offered one seat for subject training course scheduled to be held w.e.f. **August 25, 2024 to September 05, 2024 in Japan**. All concerned Ministries / Divisions / Departments are requested to send nomination of a suitable officer who fulfills the following criteria to the undersigned by **12-06-2024** along with three (3) copies of prescribed JICA forms, one copy of CNIC, Passport, FTC Proforma and undertaking & surety bond as advised in the G.I. Booklet.

**Course Objective:**

Aims to deepen the understanding of the Japanese Postal infrastructure system and to improve the ability of formulating and promoting policies in the participants countries.

**Eligibility Criteria:-**

The applicants should:-

- Be officer in charge of postal policies or organizations in charge of postal services.
- Have good knowledge and experience on postal operations and services with use of ICT and DX.
- Be a graduate or equivalent
- Proficient in spoken and written English
- Be between the age of twenty five (25) and fifty (50) years.

2. New prescribed JICA Application Form and FTC Performa can be downloaded from EAD's website [www.ead.gov.pk](http://www.ead.gov.pk) under "Foreign Trainings" link in "Forms" ad also available on JICA's website [www.jica.go.jp/pakistan/english/index.html](http://www.jica.go.jp/pakistan/english/index.html).

3. In case of selection of the officer the concerned Departments are requested to ensure timely relieving of the officer along with NOC. Nomination of contractual employees will not be entertained.

Secretary IT Office	
Dy No. 1593	Date 6/5/24
AS	
SJS (Dev.)	1. Secretary, Ministry of Communications, Government of Pakistan, Islamabad.
JS (Adm.)	2. Secretary, Ministry of Information Technology, Government of Pakistan, Islamabad.
CF&AO	3. Chairman, Planning & Development Board, Government of Punjab, Lahore
M (IT)	4. Chairman, Planning & Development Board, Government of Sindh, Karachi
M (Telecom)	5. Add. Chief Secretary, Planning & Development Department, Government of KPK, Peshawar.
M (Legal)	6. Add. Chief Secretary, Planning & Development Department, Government of Balochistan, Quetta
M (IC)	7. Add. Chief Secretary, Planning & Development Department, Government of Gilgit-Baltistan, Gilgit

8. Addl. Chief Secretary, Planning & Development Department, Government of AJK, Muzaffarabad.

(Muhammad Ishtiaq Akbar)  
Section Officer (Japan-II)  
Ph: 0519201805

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**C.C to:**

- i) Director General, Pakistan Post Office, G-8/4, Islamabad
- ii) Executive Director, National Information Technology Board, H-9, Islamabad.
- iii) Managing Director, Pakistan Software Expert Bboard, (PSED), Islamabad.
- iv) Joint Secretary (Training), Establishment Division, Islamabad
- v) System Analyst (Computer Center), EAD kindly upload this Circular and JICA's G.I Booklet on EAD's Website.