



PAKISTAN ACADEMY FOR RURAL DEVELOPMENT
ACADEMY TOWN, PESHAWAR

No:TRG/(2015) 1525
December 17, 2015

The Secretary,
Information Technology Department,
Government of Sindh, Karachi



DISPATCHER
Pakistan Academy For Rural
Development Peshawar.

Subject: Nomination for the Training Courses

Honourable Sir/Madam,

Pakistan Academy for Rural Development, Peshawar (PARD) is a Training and Research Organization of the Federal Government working since 1957. PARD offers training programme to meet the changing needs of professionals working at various levels of governance. The following training courses are planned in the Month of January 2016.

S.No.	Programme Title	Period
1	Efficient Water Management for Agriculture	Five Day (Jan 18-22, 2016)
2	Effective Decision Making & Stress Management Skills for Effective Public Service Delivery	Five Day (Jan 25-29, 2016)

- You are requested to kindly nominate 03-04 Officers (Grade 17 & above) for the above cited subject training courses. Nomination(s) are required at least 10 day prior to the commencement of each training course, preferably along with contact numbers of the nominee(s). PARD encourages women's participation in the training courses required for the development of the country.
- There is no Training Fee; however, the participants will have to bear the boarding and lodging costs themselves from their TA/DA. PARD 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.
- The nominees may be advised to report at PARD for registration before 09:00 AM.
- For further information, please contact Programme 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.

With best regards.

Naznin
(Naznin Shad)
Additional Director (Trg)

Phone: 091-9224478 Fax: 091-9224476,

Handwritten notes and signatures in the bottom left corner.

