

MOST IMMEDIATE

Government of Pakistan
Ministry of Economic Affairs
(Economic Affairs Division)

No. 3(2) SEA/Malaysia/2021

Islamabad the 16th February, 2021

OFFICE MEMORANDUM

SUBJECT: - **E-LEARNING COURSE ON “EFFECTIVE MEDICAL LABORATORIES ”
TO BE HELD FROM 15TH TO 19TH MARCH, 2021 UNDER THE
MALAYSIAN TECHNICAL COOPERATION PROGRAMME (MTCP).**

The undersigned is directed to inform that the Government of Malaysia has invited **two (02)** nominations for the above training course. The Government of Malaysia will bear the full course fees for successful applicants. The application form is available at EAD's web site: www.ead.gov.pk and [https://mtcpcoms.kln.gov.my/mtcpcoms/online/list course](https://mtcpcoms.kln.gov.my/mtcpcoms/online/list%20course).

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

Eligibility Criteria

- The Participants can be from any background related.
- Laboratory directed, manager medical professional, medical laboratory technologist, laboratory executive and technical personnel.
- Age between 25- 50 years old.
- Basic knowledge of computers and ICT skills.
- Has not participated in any course under MTCP
- Proficient in written and spoken English.

Objective

- To appreciate the importance and the need of documentation.
- To identify the mandatory documents required by the standard MS ISO 15189..
- Able to understand the policies, quality manual and standard operating procedures.
- Able to understand the various ways of implementing MS ISO 15189 requirements.
- Provide understanding on the concepts and principles of Green 5S system.
- Provide guidance on step-by-step implementation of Green 5S system
- How to implement the Green 5S elements within the organization.


3. Nomination of suitable candidates duly approved by the competent authority along with the following documents may kindly be forwarded to this Division by **23rd February 2021 (Tuesday)**, positively.

4. **Required Documents**

1	Nomination letter in original	01 copy
2	Filled in Proforma for FTC	01 copy
3	Application form	02 copies
4	CNIC & Photograph	02 copies each

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5. In case of incomplete/late submission of documents, nomination will not be entertained. Moreover, any deliberate provision of wrong information on the part of the candidate shall liable to be rejected.


(Pirah Aftab)
Section Officer (SEA)
Ph: 051-9202084

1. Secretary, Ministry of National Health regulation and Coordination, Islamabad.
2. Chairman, Planning & Development Board, Government of the Punjab, Lahore
3. Chairman, Planning & Development Board, Government of Sindh, Karachi
4. Additional Chief Secretary, Planning & Development Department, Government of Khyber Pakhtunkhwa, Peshawar
5. Additional Chief Secretary, Planning & Development Department Government of Balochistan, Quetta
6. Additional Chief Secretary, Planning & Development Department, Government of Azad Jammu & Kashmir, Muzaffarabad
7. Secretary, Planning & Development Department, Government of Gilgit Baltistan, Gilgit.
8. **Relevant Officers working in other Ministries/Divisions/ Departments may download the circular from the official Website of Economic Affairs Division for submission of nomination through proper channel.**

Copy forwarded for information:-

1. Senior Joint Secretary (EC), EAD
2. Joint Secretary (Training), Establishment Division, Islamabad
3. Section Officer (UN-III/Secretary FTC), EAD
4. Network & System Administrator, EAD