

Government of Pakistan  
Ministry of Economic Affairs  
(Japan Wing)

No.1(17)Japan-II/2021

Islamabad, the July 06, 2021

**OFFICE MEMORANDUM**

**SUBJECT: GENDER MAINSTREAMING POLICIES FOR GOVERNMENT OFFICERS (B)**

The undersigned is directed to refer to the subject noted above and to state that Japan International Cooperation Agency has offered two seats for Group & Region focused subject training course scheduled to be held w.e.f November 09, 2021 to December 06, 2021 (Online). All concerned Ministries / Divisions / Departments are requested to send nomination of a suitable officer who fulfills the following criteria to the undersigned by 23-08-2021 along with three (3) copies of prescribed JICA forms, one copy undertaking, CNIC, FTC Performa, Passport & Country Report as advised in the G.I. Booklet.

**Course Objective:**

A program that accelerates gender mainstreaming is planned and implemented in a participants' belonging organization.

**Eligibility Criteria:-**

The applicant should:

- a) National Machinery.  
Government officers engaged in planning, implementation and/ or evaluation of the gender equality or gender mainstreaming in the National Machinery.
- b) Other Organization  
Government officers engaged in promoting gender mainstreaming in gender unit of Ministry of Finance, Ministry or Planning or Ministry with equivalent role.
- Have more than 5 years' working experience of occupational experience in the field of gender.
- Be a graduate of university or equivalent
- Have command of spoken and written English
- Have basic computer skills such as sending / receiving email with attachments and using a web browser.
- Be Between the age of 27 and 50 (inclusive) years
- Must be in good health

2. New prescribed JICA Application Forms along with country report and specimen of surety bond, undertaking 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" and 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.

4. Nomination of contractual employees will not be entertained.

  
(Hamid Karim)  
SO /DS (Japan)  
Ph: 051-9206167

1. Chairman, Planning & Development Board, Government of Punjab, Lahore
2. Chairman, Planning & Development Board, Government of Sindh, Karachi
3. Addl. Chief Secretary, Planning & Development Department, Government of KPK, Peshawar
4. Addl. Chief Secretary, Planning & Development Department, Government of Balochistan, Quetta.
5. Addl. Chief Secretary, Planning & Development Department, Government of Gilgit-Baltistan, Gilgit,
6. Addl. Chief Secretary, Planning & Development Department, Government of AJK, Muzaffarabad.

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**C.C to:**

- i. Secretary, Women Development Department, Government of Punjab, 184, South Corner, Upper Mall, Lahore
- ii. Secretary Women Development Department, Government of Sindh, 1<sup>st</sup> Floor, Old KDA Building, Sindh Secretariat No.3, Karachi
- iii. Secretary, Social Welfare, Special Education and Women Empowerment Department, Benevolent Fund Building, Saddar, Peshawar.
- iv. Secretary, Women Development Department, Government of Balochistan, Block No.9, 2<sup>nd</sup> Floor, Press Building, Civil Secretariat, Zargon Road, Quetta
- v. Secretary, Social Welfare & Bail-ul-Mal Department, M-Block Near International Market Model Town, Lahore.
- vi. Joint Secretary (Training), Establishment Division, Islamabad
- vii. System Analyst (Computer Center), EAD with request to kindly upload JICA's G.I Booklet on EAD's Website.