



OFFICE MEMORANDUM

SUBJECT: TRAINING COURSE ON TRADE AND BUSINESS DEVELOPMENT TO BE CONDUCTED IN PERSON IN SINGAPORE FROM 8 TO 12 JUNE 2026 UNDER THE SINGAPORE COOPERATION PROGRAMME TRAINING AWARD SCPTA

The undersigned is directed to refer to this Ministry's O.M of even number dated March 25, 2026 and to inform that the Government of Singapore has invited nominations for the above **Partially Funded** training course. The Government of Singapore will bear local hospitality (accommodation and local transfers), course fees, training allowance and group personal accident/hospitalization insurance. **The cost of round-trip airfare for the participants would be borne by the nominating agency/nominee himself/herself.** The brochure of the subject training course is available at www.ead.gov.pk.

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

Eligibility Criteria:-

- Be permanent government employee (BS-17 or above) nominated by the respective Federal Ministry or Provincial Department.
- Mid- to senior-level government officials who are involved in trade facilitation, economic planning and development work;
- Proficient in written and spoken English; and
- In good health.

Objective:-

- This course will share Singapore's approach to developing the economy through trade facilitation and trade policies.

3. Nomination of suitable candidates duly approved by the competent authority along with the following documents may kindly be forwarded to this Ministry latest by **15th April, 2026** positively. Interested officers are requested to apply online at <https://go.gov.sg/tradeandbusinessdevelopment2026> as required by Singapore (Mandatory). **Nomination without online application will not be considered by the host.**

4. Required Documents

1.	Nomination letter in original	01 Copy
2.	Hard Copy of online application form (available in the link provided at Para-03/above)	01 Copy
3.	Filled in Performa for FTC (available at ww.ead.gov.pk)	01 Copy
4.	CNIC & Photograph	01 Copy each
5.	Valid Passport	01 Copy
6.	Surety Bond and Undertaking (Format is available at www.ead.gov.pk)	01 each Original

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

6. Further, it may be apprised that as per direction of Foreign Training Committee (FTC) of Ministry of Economic Affairs, all officers proceeding on foreign trainings have been directed to submit a 1000-word post-visit report upon return. Accordingly, the officers who are nominated may submit a post visit report to **sosea@ead.gov.pk** upon return.



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Copy for information to:-

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- 3- Sajid Manzoor Asadi, JS (EC), EAD, Islamabad



**Iqra Khan
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