



No.1(30)JAPAN-II-2026

Islamabad, the 10th June , 2026

OFFICE MEMORANDUM

SUBJECT: CAPACITY DEVELOPMENT FOR THE EDUCATION POLICY FORMULATION AND ANALYSIS FOR LEARNING IMPROVEMENT

The undersigned is directed to refer to the subject noted above and to state that the Japan International Cooperation Agency has offered fully funded **one seat** for the subject training course scheduled to be held **w.e.f. October 08, 2026 to November 10, 2026 in Japan and w.e.f November 11, 2026 to November 19, 2026 in Cambodia**. All concerned Ministries / Divisions / Departments are requested to send nomination of the suitable officers who fulfills the criteria to the undersigned by **07-07-2026** along with one set of original and two copies of each prescribed JICA's application form, CNIC, Passport, FTC Performa, and Country Report as advised in the G-I Booklet.

Course Objective:

The Major purpose of this program is to enable the participants to study and share the approaches of research/evidence-based policy formulation in education through making a feasible action and research plan for contributing to quality improvement of education.

Eligibility Criteria: -

The applicants should: -

- Have working in the field of education policy making and planning, or researchers on related themes, and particularly those who have been involved in such tasks as;
 1. Policy formulation
 2. Education planning
 3. Reform/ project/ intervention planning and designing
 4. Project management
 5. Research at universities or other equivalent research institutions.
- Be a graduate of university or equivalent.
- Have more than 5 years of experience in the field of education policy making and planning.
- Have command of spoken and written English
- Be between 25 and 50 years of age.
- Female are encouraged to apply for the training course.

2. New prescribed JICA's Application forms along and specimen of surety bond, undertaking and FTC Performa can be downloaded from EAD's website 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.

3. In case of selection of the officer the concerned Ministries/Division/Department are requested to ensure timely relieving of the officer along with NoC. Furthermore, the concerned officer may be directed to submit **Post-Visit Training Report** to this Ministry on priority basis.

Yasir Ali
(O/B) SO (Japan-II)

Nadeem Mahbub
Secretary (Education)
1st, 2nd floor of Block-C and 2nd Floor of D-block, Pak Secretariat,
Islamabad

Chairman Planning and Development Board

Lahore,

Chairman Planning and Development Board

Karachi

Government of Sindh,

Additional Chief Secretary

Additional Chief Secretary Planning and Development Department Govt of KP Peshawar

Additional Chief Secretary

Additional Chief Secretary Planning and Development Department Govt of Balochistan Quetta

Additional Chief Secretary

Government of Gilgit Baltistan

Planning and Development Department,

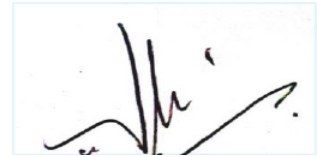
Gigit

Additional Chief Secretary

Planning and Development Department AJK,

Copy for information to:-

- 1- Secretary School Education Department, Secretary School Education Department, Government of Balochistan, Quetta
- 2- Secretary School Education and Literacy Department, School Education and Literacy Department Government of Sindh, School Education and Literacy Department Government of Sindh 1st Floor Tughlaq House Sindh Secretariat Saddar Karachi
- 3- the Secretary, Elementary and Secondary School Department AJK, Elementary and Secondary School Department,
- 4- Secretary Secretary, Secretary, Punjab School Education Department Government of Punjab Lahore,
- 5- Muhammad Khalid, Secretary, Elementary and Secondary Education Department, KPK
- 6- Akhtar Saeed, Joint Secretary Training, ESTAB, Islamabad
- 7- Muhammad Aslam Khan, DPO (Dir (CC), EAD, Islamabad



Yasir Ali
(O/B) SO (Japan-II)