

Government of Pakistan  
Benazir Income Support Programme (BISP)  
“F” Block Pak Secretariat

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No. 1/7-TRG/CB/BISP/2014/282

Islamabad, 4<sup>th</sup> December, 2017

**CIRCULAR**

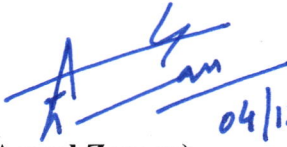
Subject: - **SECRETARIAT TRAINING INSTITUTE (STI) STAFF DEVELOPMENT TRAINING COURSE ON “SERVICE RULES & REGULATIONS” FROM 18-12-2017 TO 29-12-2017**

Secretariat Training Institute (STI) is organizing a part time Staff Development (SD) training course on the subject cited above to be held from 18-12-2017 to 29-12-2017 at 0900 to 1100 hours daily. The course objectives are to update and refresh knowledge of participants about prevailing rules and regulations.

2. The course is designed for Federal Government Officials from BS-11 to BS-16. The MEMORANDUM from STI is enclosed which includes the detailed course contents.

3. All concerned Officials at BISP HQs are requested to convey suitable nomination(s) for the aforementioned training program before 8<sup>th</sup> ~~November~~ <sup>Dec</sup> 2017 to the Office of Director (Training)/Training Wing through proper channel on the format given below.

S. No.	Name & Designation	Training Course	Wing/ Section	Contact No./Office Extension	Email Address

  
04/12/2017

(Amsal Zaman)  
Assistant Director (Training)

Distribution:-

All DGs, Directors BISP HQ Wings

CC:

- i. Director to Chairperson's Office
- ii. SO to Secretary
- iii. Director Training, BISP HQs Islamabad
- iv. Director IT with request to upload the Circular at BISP website please.
- v. Notice Boards