

**GOVERNMENT OF PAKISTAN  
CABINET SECRETARIAT  
ESTABLISHMENT DIVISION**

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F. No. 4/1/2025-T-I (NS&WC 26-27)

Islamabad, the 13<sup>th</sup> November, 2025

**OFFICE MEMORANDUM**

**Subject: NOMINATIONS OF CIVIL PARTICIPANTS FOR NATIONAL SECURITY AND WAR COURSE (NS&WC) 2026-27**

The undersigned is directed to refer to the subject cited above and to state that the National Security & War Course 2026-27 is being organized by the National Defence University (NDU), from 2<sup>nd</sup> week of August, 2026 at NDU, Islamabad. This Division would finalize nominations of officers belonging to PAS, PSP and Secretariat Group, whereas, the nominations of officers belonging to other Groups/Services/Ex-cadre are to be forwarded by their respective controlling Ministries / Divisions. The nominations received directly from the attached departments / autonomous bodies shall not be entertained.

2. The following **criteria** shall be observed while nominating the officers: -
- i Officer(s) is/are in BS-20 or equivalent on regular basis for nomination to NS&WC.
  - ii The officer(s) is/are in the promotion zone.
  - iii **Age limit** of 55 years at the time of joining of course (as on 15.08.2026) be followed while nominating officers on NSC.
  - iv **Seniority:**
    - a) owing to the difference in relative seniorities of different groups, the criteria of 'seniority' will be applied for selecting a candidate within a group only,
    - b) Preference will be given to an officer who is senior provided he fulfils the criterion as laid down.
    - c) The individual seniorities of the officers within their respective groups may be clearly mentioned.
  - v **Education:** In case of equal seniority, officer with higher educational qualification will be preferred.
  - vi **Medical** Latest medical examination report is compulsory for nomination of the officers for National Security Course.
  - vii **Gender Representation:**
    - a) Gender representation is a significant requirement, which requires to be ensured while nominations of officers for NSC at NDU.
    - b) Preferably 6 to 8 lady officers be nominated and NDU will endeavor to select minimum 4 lady officers irrespective of seniority list.
  - viii The officers, who are on deputation in international organizations, may not be nominated. Similarly, officer posted in Pakistan's Missions abroad, except those belonging to Foreign Service of Pakistan, may also not be nominated.
  - ix The officers on long leave/ EOL and are undergoing disciplinary proceedings may not be nominated. However, those officers whose disciplinary proceedings are pending for over one year may also be nominated.
3. The nominating agencies are requested to forward the following documents in respect of each nominee: -
- i ICP Chart and Panel Proforma duly filled in **(Annex-II) & (Annex-I)**.
  - ii Detailed bio-data (along with complete postal address, Cell No. & email) on prescribed format **(Annex-III)**.
  - iii Copy of valid seniority list of officers in BS-20 duly verified.
  - iv Certificate to the effect that no disciplinary proceedings are pending or undergoing on under the Government Servants (Efficiency and Disciplinary) Rules, 2020 or any other court of law.
  - v Latest annual medical examination report in respect of nominees.
  - vi Certificate that no junior officer has been nominated for the course.
  - vii Certificate to the effect that course fee in respect of participants (officers other than occupational groups/services) have been paid to Training Institutes.

4. The course fee is @ Rs. 2,169,462/- per participants. The payment of course fee in respect of officers of occupational groups and ex-cadre officers of all Ministries/Divisions and their attached departments will be made by the Establishment Division while in case of officers of the Provincial Governments and autonomous bodies/organizations etc. nominated for the course shall be arranged by their respective Government/Organization to the President NDU, Islamabad.

5. Attention is also invited to this Division's O.M No. 8/5/2024-T-VI Dated 20<sup>th</sup> September, 2024 regarding Primes Ministers directions wherein all Ministries/Divisions/Provincial Governments were informed to recommend only critical cases requiring withdrawal from mandatory training courses along with cogent reasons at least 15 days before commencement of the course. Hence, no withdrawal will be allowed which deviates the said directions.

6. Concerned Ministries/Divisions are requested that a panel of eligible officers in BS-20, along with the requisite information/documents, may please be sent to this Division, not later than **25.11.2025**.

  
(Riaz Ali Maitlo)  
Deputy Secretary (T-I)  
Ph. 051-9207034

1. The Secretary, President's Secretariat (Public), Islamabad.
2. The Secretary to the Prime Minister, Prime Minister's Office, Islamabad.
3. The Auditor General of Pakistan, Office of the Auditor General of Pakistan, Islamabad.
4. All Secretaries, Federal Ministries/Divisions, Islamabad/Rawalpindi.
5. The Wafaqi Mohtasib, Wafaqi Mohtasib (Ombudsman)'s Secretariat, Islamabad.
6. The Chairman, Federal Board of Revenue (FBR), Islamabad.
7. The Secretary, National Assembly, Islamabad.
8. The Secretary, Senate Secretariat, Islamabad.
9. The Chairman, National Accountability Bureau, Islamabad.
10. The Director General, Inter-Services Intelligence (ISI), Islamabad.
11. The Director General, Intelligence Bureau (IB), Islamabad.
12. The Secretary (Services), S&GAD, Govt. of Sindh, Punjab, Khyber Pakhtunkhwa, Balochistan, Gilgit -Baltistan & Azad Jammu & Kashmir.

**Copy to: -**

1. The President, National Defence University, Islamabad.
2. The Joint Secretaries (CP-I, CP-II, E, Training and D&L), Establishment Division, Islamabad.
3. Director (PD), Establishment Division, Islamabad.
4. Director (IT), Establishment Division, Islamabad.
5. SPS to Secretary, Establishment Division, Islamabad.
6. APS to Special Secretary, Establishment Division, Islamabad
7. PS to Additional Secretary (I&II), Establishment Division, Islamabad.

  
(Naheed Akhtar Chachar)  
Section Officer (T-I)  
Ph. # 051- 9103495

PANEL PROFORMA FOR NS&WC 2026-27 FOR BS-20

CONFIDENTIAL

SENIORITY No.

AS ON 2026

CTP No. ( for Occupational Groups)

NAME                      SERVICE/GROUP                      DOMICILE                      DATE OF JOINING  
SERVICE

<u>Date of Birth</u>	<u>Date of Superannuation</u>		
<u>Qualification</u>			
<u>Date of Promotion</u>	<u>BS-18</u>	<u>BS-19</u>	<u>BS-20</u>

Training Courses

Grade Achieved

Penalties if any imposed

Under E&D Rules, Removal from Service (Special Power) Ordinance 2000.

Posting held:

BS-17-18

BS-19

BS-20

Postal/Present Address

Mobile/Office Contact No.

Email Address

Signature/Stamp of  
Administrative Authority

**Annex-II**

<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>
No. of Sanctioned / duty posts in BS-20	No. of officers who have attended presently attending NMC/NDU	No. of officers who have not attended NMC	No. of sanctioned/ duty posts in BS-21 the Cadre/ Group/ Service	No. of vacancies in BS-21 likely to occur in <b><u>next 1 year</u></b>	Any other relevant information

Signature/Stamp of  
Administrative Authority

RESTRICTED

Annex AII

To our letter number 700/7/ND  
dated \_\_\_\_\_ October 2025

BIO DATA CHART  
CIVIL SERVICES OFFICERS NOMINATED FOR  
NATIONAL SECURITY COURSE - 27

Ser	Participant's Name	Father's Name	Group / Service Cadre	Education Qualification	Date of Birth	Age (as on 15 Aug 26)	Date of Joining Service	Date of Seniority (Estb Div)	Remaining Service (As on 01 Jan 2027)	Appls (Grade-date)	Course Attended (Inland & abroad)	Official Telephone Number, address and CNIC No	Address, E-mail and Residential Address	Present and Permanent Residential Address

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