



DIRECTOR GENERAL

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F.No.4(5)/2025-26/TW/DD(Trg)
Government of Pakistan
Establishment Division
AHK National Centre for Rural Development
Park Road, Chak Shahzad – Islamabad

July 14, 2025

Subject: Three Days' Training Workshop on "Professional Ethics for Efficiency and Management" from August 25-27, 2025

Akhtar Hameed Khan National Centre for Rural Development (AHKNCRD), an Attached Department of Establishment Division, is responsible for promoting the cause of rural development in Pakistan through its programmes of training and research. Training is imparted, inter alia to officials of the Local Government and Rural Development Departments, elected representatives, functionaries of Nation Building Department (NBD's) in order to improve their professional skills and promote sharing of experiences regarding rural development in Pakistan.

2. AHKNCRD is planning to organize a three-day training workshop on "**Professional Ethics for Efficiency and Management**" from August 25-27, 2025. The major objectives of the training programme include:

- To understand the basic concepts, terminologies and types of ethics at work places;
- To enable participants to identify and mitigate risks associated with development projects; and
- To enable participants to monitor and evaluate development projects to ensure that they are meeting their objectives.

3. **No training fee will be charged for the training sessions;** however, TA/DA of the participants shall be borne by the nominating agencies. Boarding and lodging facilities are available in the NCRD Hostel located within NCRD Complex on the approved rates and on 'first come, first serve' and double occupancy basis. Food arrangements will be made by the participants on self-finance basis for which the staff is available in the Hostel.

4. **Participants may please be informed that Family Members/Servants are not allowed to stay with them in the Hostel.**

5. It will be appreciated if nominations of 4-5 suitable officers / officials from your department/organization are sent to NCRD by August 18, 2025. The nomination letter is required to include:

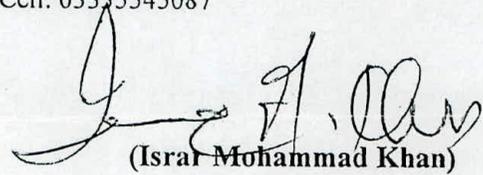
Name	Designation	Department	Contact number	Email Address	whether hostel facility is required
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Venue: AHK National Centre for Rural Development (NCRD), Park Road, Chak Shahzad, Islamabad.

Course Coordinator: Mr. Mubasshir Zaman Khan, Deputy Director (Trg)

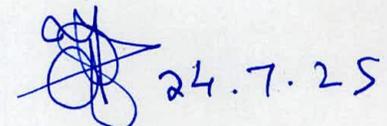
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With regards,


(Israr Mohammad Khan)

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