

**Government of Pakistan**  
**SECRETARIAT TRAINING INSTITUTE**  
**(Establishment Division)**

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F.No.2-6/2018-19 EP.

Islamabad, the 2nd October, 2018

**MEMORANDUM**

**Subject: NOMINATIONS FOR TRAINING COURSE ON "BUDGET PREPARATION AND IMPLEMENTATION IN PUBLIC SECTOR" FROM 12-11-2018 TO 16-11-2018.**

Subject course is being conducted at STI Campus H-9, Islamabad from 12-11-2018 to 16-11-2018, on part time basis which shall be held daily from 0900 to 1130 hours or as notified otherwise. Details of the course are as follows:-

**Target Audience / Group:**

Officers of the Federal Government in BS-17 to BS-19.

**Course objectives:**

To build their capacity in preparing budget estimates / revised estimates / appropriation and re-appropriation of funds according to the instructions on the subject.

**Major Contents:**

<ul style="list-style-type: none"><li>• Constitutional Provisions:- Articles 78 to 82</li><li>• Budget Introduction (GFR 62- 66)<ul style="list-style-type: none"><li>iv) Difference between current and development budget</li><li>v) Part of current budget i.e. part I &amp; II etc.</li></ul></li><li>• General Procedure for Estimating (GFR 67- 68)</li></ul>	<ul style="list-style-type: none"><li>• Estimates of Revenue and Ordinary Expenditure (FGR 69, 70, 70-A, 71)</li><li>• Estimates of Fresh Charges (GFR 74, 75, 76, 77, 79)</li><li>• An overview of New System of Financial Control and Budgeting – 2006</li><li>• Relationship between delegation of powers and GFR</li></ul>
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2. Ministries / Divisions / Departments and Organizations under the Federal Government are invited to send suitable nominations by **08-11-2018**. Nominations be please reconfirm by 10-11-2018 at the given e-mail address [mrs.madiahakamal@gmail.com](mailto:mrs.madiahakamal@gmail.com) **Late receipt of nominations will not be entertained.** Normally all nominations received by the cutoff date are accepted unless otherwise intimated. However, the Institute reserves rights of shortlisting. Therefore the nominee(s) may report to this Institute for registration on **12<sup>th</sup> November, 2018 at 0845 hours. No registration shall be allowed after 0900 hours.** No course fee will be charged. However, if TA/DA for participation is involved, the same may be claimed from the respective nominating Organizations.

3. STI offers an equal opportunity training environment. Participation of Women Employees is encouraged.

4. Nominating organizations are requested to intimate necessary telephone/fax numbers for contact as may be required.

  
**(MADINA AKHTAR)**  
Director (EP)  
Tele: 9265199

To

- i) Joint Secretary (Admn), Ministries/ Divisions
- ii) Heads of Departments / Subordinate Offices / Autonomous Bodies.
- iii) AD (IT), STI with request to place the circular on website.

Director (Admn)

Diary No. 86

Dated: 15-10-18

