

Most Immediate
By Special Messenger

GOVERNMENT OF PAKISTAN
CABINET SECRETARIAT
ESTABLISHMENT DIVISION

E. No. 4/1/2018-T-I

Islamabad, the 29th October, 2018

OFFICE MEMORANDUM

Subject:- NOMINATIONS OF CIVIL SERVICES PARTICIPANTS FOR NATIONAL SECURITY AND WAR COURSE (NS&WC) 2019-20

The undersigned is directed to refer to the subject cited above and to state that the National Security & War Course 2019-20 is being organized by the National Defence University (NDU), from 1st week of August, 2019 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.

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. The officers may be considered in order of seniority in their respective cadres and the officers otherwise senior to them should not be ignored. (Seniority list of the respective cadre may be supplied).
 - iv. 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.
- The officers on long leave/ EOL and are undergoing disciplinary proceedings may not be nominated.

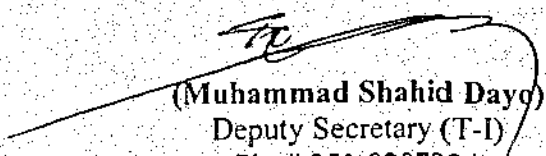
The nominating agencies are requested to forward 03 copies of following documents in respect of each nominee:-

- i. ICP Chart and Panel Proforma duly filled in (Annex-I) & (Annex-II).
- ii. Detailed bio-data (alongwith complete postal address, Cell No. & email) on prescribed format (Annex-III).
- iii. Copy of valid seniority list of officer in BS-20.

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Statistics Division
By No. 3/521
Dated 29/10/18
Islamabad

- iv. Certificate to the effect that no disciplinary proceedings are pending or undergoing on under the Government Servants (Efficiency and Disciplinary) Rules, 1973 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.
4. 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, at the earliest but not later than 30-11-2018.


Encl: As above.


(Muhammad Shahid Dayo)
Deputy Secretary (T-I)
Ph. # 051-9207034

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

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. DS (Computer) for placing on web-site.
5. Senior PS to Secretary, Establishment Division, Islamabad.
6. PSs to Additional Secretary (I&II), Establishment Division, Islamabad.
7. APS to Joint Secretary (Training), Establishment Division.


(Sajjad Hussain)
Section Officer (T-I)
Ph. # 051-9103495

PANEL PROFORMA FOR NS&WC 2019-20 FOR BS-20

SENIORITY No.
CONFIDENTIAL
AS ON 2018

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>	BS-18	BS-19	BS-20

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

1	2	3	4	5	6
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 next 2 years	Any other relevant information

Signature/Stamp of
Administrative Authority

