

Government of Pakistan
SECRETARIAT TRAINING INSTITUTE
(Establishment Division)

F. No.3-6/2024-25-EP

Islamabad, the 14th April, 2025.

MEMORANDUM

Subject: NOMINATIONS FOR TRAINING COURSE ON "BUDGET PREPARATION AND IMPLEMENTATION IN THE PUBLIC SECTOR" FROM 26-05-2025 TO 30-05-2025.

Subject course is being conducted at STI Campus H-9, Islamabad from 26-05-2025 to 30-05-2025, on part time basis which shall be held daily from 9:00 to 11:30 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">• Constitutional Provisions: - Articles 78 to 82• Budget Introduction (GFR 62- 66)<ul style="list-style-type: none">i) Difference between current and development budgeti) Part of current budget i.e. part I & II etc.• General Procedure for Estimating (GFR 67- 68)	<ul style="list-style-type: none">• Estimates of Revenue and Ordinary Expenditure (FGR 69, 70, 70-A, 71)• Estimates of Fresh Charges (GFR 74, 75, 76, 77, 79)• An overview of New System of Financial Control and Budgeting – 2006• Relationship between delegation of powers and GFR
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2. Ministries / Divisions / Departments and Organizations under the Federal Government are requested to send suitable nominations (**Not more than two**) by **22-05-2025**. Nominations may please be reconfirmed by **23-05-2025** at the given e-mail address **ddep2@sti.gov.pk**. **Late receipt of nominations will not be entertained**. As a practice, all nominations received by the cutoff date are accepted unless otherwise intimated. However, the Institute reserves the right of shortlisting the candidates. Therefore the nominee(s) may report to this Institute for registration on **26th May, 2025 at 0900 hours. No registration shall be allowed after 0920 hours**. Course is free of charge. However, if TA/DA for participation is involved, the same shall be responsibility of the respective nominating Organization.

3. STI offers an equal opportunity training environment. Participation of women employees is highly encouraged.

4. Nominating organizations are requested to intimate necessary telephone/fax numbers for liaison.


(AFTAB AKRAM CHOCHAN)
Deputy Director (EP)
Cell No. 03335143377

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.

Address: Plot No.7, Sector H-9, Islamabad. Tell No. 051-9265193 and Fax: 051-9265189 Web : www.sti.gov.pk