



**GOVERNMENT OF KHYBER PAKHTUNKHWA
COMMUNICATION & WORKS DEPARTMENT**

No.SOG/C&W/Internal Trg/1-17/2024/#073

Dated Peshawar, the: 21.04.2025

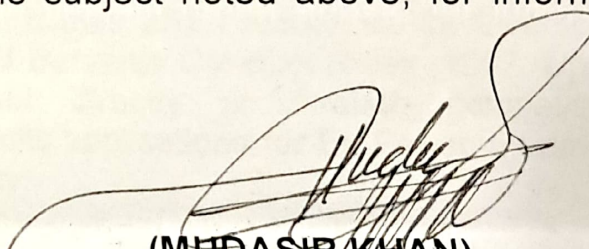
To

1. The Chief Engineers,
(Centre/North/CDO/South-I & II/ Maintenance/ Foreign Aid
Projects/Mega Projects)
C&W Department.
2. The Chief Engineers (East)
C&W Department Abbottabad.
3. The Managing Director,
Pakhtunkhwa Highways Authority.
- ✓ 4. Director IT,
C&W Department
5. All Section Officers
C&W Department

**SUBJECT: INSTRUCTIONS FOR SUBMISSION AND PROCESSING OF
NOMINATIONS FOR TRAINING**

I am directed to refer to enclose herewith a copy of letter No.SO(E-I)E&AD/1-1/2025 dated 14.04.2025 on the subject noted above, for information and necessary action as desire, please.

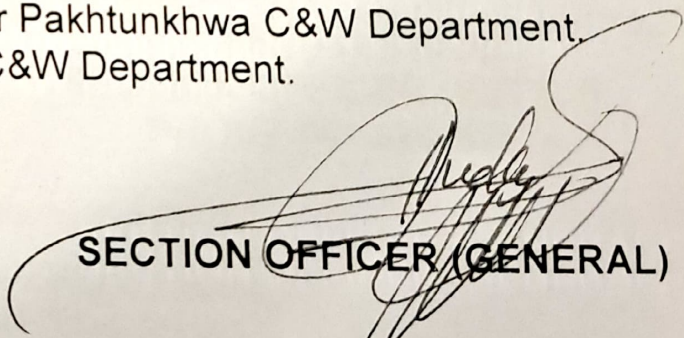
Encls As Above.


(MUDASIR KHAN)
SECTION OFFICER (GENERAL)

ENDST OF EVEN NO. & DATE:

Copy forwarded to the:-

1. The Section Officer (Estt-II), Establishment Department w.r to his letter quoted above.
2. P.S to Secretary to Govt of Khyber Pakhtunkhwa C&W Department.
3. PA to Deputy Secretary (Admn), C&W Department.
4. Master File.


SECTION OFFICER (GENERAL)



**GOVERNMENT OF
KHYBER PAKHTUNKHWA
ESTABLISHMENT DEPARTMENT**

NO. SO (E-I)E&AD/1-1/2025

Dated Peshawar, the 14th April, 2025

To

- 1) All Administrative Secretaries to
Government of Khyber Pakhtunkhwa
- 2) All Divisional Commissioners in Khyber Pakhtunkhwa

3523
15-4-25

Subject: **INSTRUCTIONS FOR SUBMISSION AND PROCESSING OF
NOMINATIONS FOR TRAINING.**

Dear Sir,

I am directed to refer to the subject noted above and to inform that in accordance with Khyber Pakhtunkhwa Guidelines and Procedures for Oversees Training and Visits 2008, all departments shall have to route requests of officers/officials for apply/proceeding abroad for foreign training through Planning & Development Department. The Department concerned after thorough examination of such cases and fulfilment of all codal formalities send the same to Establishment Department for further necessary action.

2. It has been observed that some of the officers manage their trainings from foreign countries as well as donor agencies without getting prior NOC and consultation of Planning & Development Department, which is clear violation of the Khyber Pakhtunkhwa Guidelines and Procedures for Oversees Training and Visits 2008 and Government Servants Conduct Rules, 1987. Upon nomination for training abroad, either directly or through competitive examination, the officers concerned submits applications for Ex-Pakistan Leave, which is not covered under the rules/policy.

3. I am further directed to inform that no request for proceeding abroad for foreign trainings will be entertained without necessary approval/NOC of Planning & Development. All concerned may be informed accordingly, please.

Yours faithfully,

(IMDAD KHAN)

SECTION OFFICER (ESTT. I)

PH: NO. 091-9210529

Endst. No. & date even.

Copy of above is forwarded for information to the: -

- i. PSO to Chief Secretary, Khyber Pakhtunkhwa.
- ii. PS to Secretary, Establishment Department.

SECTION OFFICER (ESTT. I)