

GOVERNMENT OF PAKISTAN
MINISTRY OF MARITIME AFFAIRS
(PORTS & SHIPPING WING)

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Standing Order / Circular

In order to enhance knowledge and sharpen management and technical skills of all officers working under Directorate General (Ports & Shipping) Wing, Karachi and Mercantile Marine Department, the following guidelines is being issued for information and compliance of officers to avail an opportunity of local and foreign trainings in the calendar year.

FOREIGN TRAININGS / COURSES / WORKSHOPS:-

- i. The officers belonging to occupational group and technical side, who fulfill the requisite eligibility criteria, may apply for multi-lateral and bilateral trainings / courses being offered by Economics Affairs Division at their website <http://www.ead.gov.pk/> on yearly basis. A list of forthcoming training / workshops is attached as **Annex-A**.
- ii. Technical Officers may also apply for technical trainings / courses, relevant to their professional / field work being announced by International Maritime Organization at its website <http://www.imo.org/> or circulated through Ministry of Maritime Affairs, International Labour Organization <https://www.ilo.com>, UNESCAP and other relevant International trainings (**Also see Annex-A-2**).

LOCAL TRAININGS / COURSES:-

All officers from BS-17 and above, shall participate in at-least two local trainings / courses, offered by following institutes at local level every year to enhance their capabilities to deal with technical and management side affairs effectively and efficiently.

- a. Pakistan Marine Academy, Karachi (Technical Side)-**Annex-B**.
- b. Karachi Port Trust Staff College, Karachi (Technical Side)-**Annex-C**.
- c. National Institute of Maritime Affairs (Technical Side)-**Annex-D**.
- d. Pakistan Institute of Management Sciences, Karachi (Cadre Officer)-**Annex-E**.
- e. Secretariat Training Institute, Islamabad (OMG/Cadre Officer).-**Annex-F**

(ALI MUHAMMAD)
Section Officer (Estt)

Distribution

1. All Officers of BS-17 and above of P&S Wing and MMD, Karachi.
2. Notice Board.

Copy for information to:-

1. PS to DG (P&S) Wing Karachi.
2. PA to Principal Officer, Mercantile Marine Department, Karachi.

MARITIME DIPLOMA & CERTIFICATE COURSES

1. Fundamentals of Maritime Sector
2. Port Operations & Management
3. Admiralty, Shipping Marine
Environmental Law
4. Shipping Operations &
Management
5. Logistics, Supply Chain Systems
& Management
6. Maritime Safety & Disaster
Management
7. Hydrographic Data & Services
Management
8. Ship Brokering & Chartering
9. Fishery Management & Operations
10. Marine Environmental
Administration.
11. Cargo Handling System &
Management
12. Ports & Shipping Security Regimes
& Management
13. Coastal Zone Management.
14. Coastal Eco-Tourism Operations
and Management
15. Customs Clearing & Freight
Forwarding