



GOVERNMENT OF PAKISTAN
ESTABLISHMENT DIVISION



No.10(28)/2025-MSW-II

Islamabad, the 09th January , 2026

OFFICE MEMORANDUM

SUBJECT: 04 DAY TRAINING WORKSHOP ON STRENGTHENING GOVERNANCE THROUGH ARTIFICIAL INTELLIGENCE (AI) ENABLED WHOLE OF GOVERNMENT (WOG) APPROACHES (9TH TO12TH FEBRUARY 2026).

The undersigned is directed to refer to the subject cited above and to state that, under the Federal Rules of Business, 1973, the Management Services Wing (MSW) of the Establishment Division is mandated to provide management consultancy services to public sector organizations and to conduct capacity-building initiatives for Government servants with a view to enhancing managerial competence, governance effectiveness, and institutional performance.

2. In pursuance of this mandate, the Management Services Wing, Establishment Division, Islamabad, is pleased to organize a **four-day Training / Workshop titled “Strengthening Governance through Artificial Intelligence (AI)-Enabled Whole-of-Government (WOG) Approaches”**, scheduled to be held at the Pakistan Planning & Management Institute (PPMI), Sector H-8/1, Islamabad, from **9th to 12th February, 2026**. The daily timings of the training/workshop shall be **08:30 AM to 02:30 PM**.

3. The training programme has been specifically designed for **Government Officers in BS-17 to BS-20 and/or equivalent**. It is clarified that **no training fee shall be charged from Federal Government Officers / Civil Servants**. However, the concerned Ministries/Divisions/Departments shall be responsible for meeting TA/DA, boarding, lodging, and other incidental expenses of their nominated officers, strictly in accordance with applicable rules.

4. Applicants from **Provincial Governments, AJK Government, Autonomous Bodies, and Public Sector Corporations** shall be required to pay a **training/workshop fee of Rs. 5,000/- (Rupees Five Thousand only) per participant**. The said fee shall be **deposited in advance**, through cross cheque/pay order in favour of the **Drawing & Disbursing Officer (DDO), Management Services Wing, Establishment Division, Islamabad, only after confirmation of nomination(s) by MS Wing**.

5. **Duly filled-in and signed Nomination Forms**, attached herewith, may be forwarded through proper channel so as to **reach MS Wing, Establishment Division, Islamabad, by 29th January, 2026 (Thursday)** during office hours. Complete contact details of nominees, nominating authorities, and controlling officers may be clearly indicated for prompt communication. The Nomination Form for the training/workshop may also be downloaded from the Management Services Wing website at **msw.establishment.gov.pk**.

6. It is further clarified that the nominated participant(s) shall report at the aforementioned venue only after receipt of formal confirmation from the Management Services

Wing. A copy of the confirmation letter issued by MS Wing must be produced at the time of reporting for participation in the training/workshop.

7. Contact details (for Facilitation):

- Muhammad Nadeem (Director General); Tel 051-9209427;
Cell: 0364-4901386
Email: nadeem@msw.establishment.gov.pk; Fax: 051-9206694.
- Mr. Yousaf Zia (Director) ; Tel: 051-9210749 ;Cell: 0332-5386907
- Khawaja Muhammad Zaheer (Deputy Director) Tel: 051-9204761;
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**Muhammad Nadeem
DG-II (MSW)**

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Cabinet Secretary
Cabinet Division,
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Secretary MoIBC
Ministry of Information and Broadcasting,
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Aisha Humera Ch
Secretary Climate Change
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Jamil Ahmed Qureshi
Secretary SIFC
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Secretary IT
Ministry Of Information Technology & Telecommunication, 7th Floor, Kohsar Block, Pak Secretariat,,

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Jawad Paul
Secretary
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Secretary IPC
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Secretary of Interior
Ministry of Interior, R-Block, Pak Secretariat,
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Secretary Kashmir Affair, Gilgit Baltistan & SAFRON
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Lt Gen Muhammad Ali (Retd)
Secretary
Ministry of Defence (Defence Division),
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Raja Naeem Akbar
Secretary LAW & Justice
Ministry of Law and Justice,
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Lt Gen (R) Muhammad Chiragh Haider HI(M)
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Ministry of Defence Production, Rawalpindi,
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Acting Chairman HEC
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Syed Zafar Ali Shah
Secretary Maritime Affairs
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Khawaja Muhammad Zaheer
Deputy Director-14 (MSW)
19 January, 2026, 07:21:44 PM

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Planning Commission,
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EAD, C-Block Pak Secretariat,
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Special Secretary (Health)
Ministry of National Health Services Regulations and Coordination,
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Secretary(MoPHRD)
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Secretary (Railways)
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Secretary Housing
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Ministry of Water Resources, 6 Ataturk Avenue, G-5/1, Islamabad.,
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Secretary Science and Technology
Ministry of Science and Technology,
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Saeed Ahmad Maitla
Secretary(National Assembly)
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Navid Ahmed Shaikh
Secretary, PA&SS Division
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Akhtar Saeed
Joint Secretary Training
Establishment Division,
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Bashir Ahmed Jagirani
Deputy Secretary (MSW)
Establishment Division,
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Inamullah Khan Dharejo
Secretary to the President

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Secretariat of Council of Common Interests, 5th Floor, Kohsar Block, Pak Secretariat , Islamabad,
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Islamabad,
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Constitution Avenue, G-5/2 Islamabad.,
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All Provincial Chief Secretaries KP Punjab Sindh Balochistan

Abrar Ahmad Mirza
Chief Secretary (GB)
Chief Secretary Office Barmas Gilgit,
Barmas Gilgit

Copy for information to:-

- 1- Barrister Nabeel A. Awan, Secretary Establishment Division, ESTAB, Islamabad
- 2- Sarah Saeed, Special Secretary, ESTAB, Islamabad
- 3- Syed Zia Ul Hassan, Member MSW, ESTAB, Islamabad

Muhammad Nadeem
DG-II (MSW)