



**PAKISTAN INSTITUTE OF
ENGINEERING AND APPLIED SCIENCES**

Department of Communication and Management Sciences

Most Urgent

No. DCMS-MTP-2014/3a

21 November 2013

Subject: Invitation for Nominations of PAEC Officers for Management Courses during the year 2014

1. Nominations of PAEC Officers are invited for participation in Management Courses planned during the year 2014 according to the following schedule:

Basic Management Courses (3 weeks)	
BMC-33	27 Jan – 14 Feb 2014
BMC-34	05 May – 23 May 2014
BMC-35	01 Sep – 19 Sep 2014
BMC-36	17 Nov – 05 Dec 2014

Senior Officers Management Courses (12 weeks)	
SOMC-09	30 Dec 2013 – 21 Mar 2014
SOMC-10	07 Apr – 27 Jun 2014
SOMC-11	04 Aug – 31 Oct 2014

2. Only the officers who have been promoted to SPS-X and -XI on or after 01 Dec 2008, and have not yet completed the prescribed Management Course, may be nominated for BMC and SOMC, respectively.
3. Eligible officers (for both courses) may be advised to download the NOMINATION FORM from PIEAS web site (<http://www.pieas.edu.pk/dcms>), fill it in, and email the soft version to the undersigned (jahmed@pieas.edu.pk, Tel: 051-2207814) before **Thursday, 12 December 2013**, as an advance copy.
4. Eligible officers serving in such remote areas where Internet facility is limited or does not exist, may request/submit a print copy of the form, preferably through fax.
5. Only one of the nominated officers from each establishment may be registered in each of the scheduled courses on seniority basis/ official recommendation, depending upon the number of allocated seats.
6. Officers registered in SOMC would be required to submit a 'Certificate of Full Relief from Official Assignments during the Course' before the start of SOMC.
7. Approved Nominations for both types of **Management Courses** may reach PIEAS before **20 December 2013**.
8. Course Fees per participant: Rs. 21,000 for BMCs, and Rs. 75,000 for SOMCs. Fee payment may be made only after the registration of nominee(s) is confirmed by PIEAS.
10. More details about the program are presented on PIEAS web site <http://www.pieas.edu.pk/dcms>.

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21-11-13

Rector, PIEAS

Distribution:

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