



OFFICE OF THE  
AUDITOR GENERAL OF PAKISTAN  
CONSTITUTION AVENUE, ISLAMABAD

No. 124-HRM-I/Misc NOC/Vol-XVII/131

Dated: 03.10.2024

**OFFICE MEMORANDUM**

Subject: **PERMISSION FOR CGA AND MAG OFFICES TO FORWARD NOMINATIONS OF IDC OFFICERS FOR SHORT TERM FOREIGN TRAINING PROGRAMMES UNDER TRAINING CRITERIA 2023**

Reference the subject, as per para. 4; sub-para. l & n of Training Criteria 2023, recommendations for nominations for short term foreign trainings in respect of IDC officers working under CGA, MAG, etc shall be sent directly to sponsoring agency/EAD by CGA, MAG, etc, as the case may be, under intimation to Director Admn, OAGP. However, upon selection, regularization of training period for IDC officers (for treating on duty or grant of leave) and grant of NOC to proceeding abroad will be processed by Director Admn, OAGP (Training Criteria 2023 is available on DAGP website).

2. Therefore, CGA and MAG offices are requested that applications of IDC officers posted under CGA and MAG for grant of NOCs to apply or forwarding of nominations to EAD/sponsoring agencies may be processed at their end (including countersigning of surety bond/undertaking or signing of sponsor's certificates/ similar documents or provision of official emails for online endorsement of nomination) under intimation to Director Admn and HRM Wing of this office. Copies of surety bond/undertaking may, however, be provided to this office.

3. Upon return, the officers may be instructed to fill the enclosed proforma and forward the same to HRM Wing OAGP for updating their training data.

  
(Bismah Farrukh Khan)  
Director (HRM)  
Ph: 051-9225245

Distribution:

1. Controller General of Accounts, Islamabad
2. Military Accountant General, Rawalpindi

Copy to:

1. Director (Admn), AGP Office, local
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**PROFORMA<sup>1</sup> FOR SHORT COURSES<sup>2</sup>/TRAININGS/WORKSHOPS/SEMINARS FOR  
HRMIS OF DAGP**

Name of Officer: \_\_\_\_\_

Designation and BPS: \_\_\_\_\_

Place of Posting: \_\_\_\_\_

Course/Training/ Workshop/Seminar Type: (CPD or Non CPD): \_\_\_\_\_

Course/Training/ Workshop/Seminar Name: \_\_\_\_\_

Knowledge Area: \_\_\_\_\_

From: (DD-MM-YYYY): \_\_\_\_\_

To: (DD-MM-YYYY): \_\_\_\_\_

Delivery Mode (Virtual or In Person): \_\_\_\_\_

Course/Training/ Workshop/Seminar Country: \_\_\_\_\_

Institute Name: \_\_\_\_\_

Nominating Department: \_\_\_\_\_

Financed By: \_\_\_\_\_

Name of Funding Source: \_\_\_\_\_

Awarding Year: \_\_\_\_\_

Was it a Foreign Course/Training/Workshop/Seminar? \_\_\_\_\_

Was a Certificate or License Awarded? \_\_\_\_\_

Certificate /License Name: \_\_\_\_\_

Certificate Date (DD-MM-YYYY): \_\_\_\_\_

Signature: \_\_\_\_\_

Dated: \_\_\_\_\_

<sup>1</sup> Officers are required to fill the proforma after completion of course/training/workshop/seminar and forward to HRM Wing, OAGP, Islamabad

<sup>2</sup> Including short term fellowship