Government of Pakistan
Ministry of Economic Affairs
(Japan Wing)

No.1(18) Japan-II/2026 Islamabad, the March 25, 2026

OFFICE MEMORANDUM

SUBJECT: ADMINISTRATION AND MANAGEMENT OF WATER SUPPLY SERVICES (B).

The undersigned is directed to refer to the subject and state that the Japan International Cooperation Agency has offered fully funded **one seat** for the subject training course scheduled to be held **w.e.f July 26, 2026 to August 08, 2026 in Japan**. All concerned Ministries / Divisions / Departments are requested to send nominations of suitable officers following the criteria to the undersigned by **13-05-2026.** The application form shall be accompanied with three (3) copies of prescribed JICA forms, CNIC, FTC Performa, undertaking, surety bond, Passport, English score sheet and Inspection Report as advised in the G.I. Booklet uploaded on EAD's website.

Course Objective:
The program is formulated in order to enhance the capacities of the administration officers of water supply services.

Eligibility Criteria: -
The applicant should:

- Be Executive / Senior Administrative officer, in charge of water services, responsible for administration and management of water services or water supply utilities.
- Be university graduates or equivalent.
- Have over 10 years' experience in the above-mentioned field.
- Have command of spoken and written English.
- Women are encouraged to apply for this training program.

2. New prescribed JICA's Application forms along and specimen of surety bond, undertaking and FTC Performa can be downloaded from EAD's website www.ead.gov.pk under "Foreign Trainings" link in "Forms" ad also available on JICA's website www.jica.go.jp/pakistan/english/index.html.

3. In case of selection of the officer the concerned Ministries/Division/Department are requested to ensure timely relieving of the officer along with NoC. Furthermore, the concerned officer may be directed to submit **Post-Visit Training Report** to this Ministry on priority basis.

(Muhammad Ishtiaq Akbar)
Section Officer (Japan-II)
Ph: 051-9201805

1. Secretary, Ministry of Interior & Narcotics Control, Government of Pakistan, Islamabad.
2. Chairman, Planning & Development Board, Government of Punjab, Lahore
3. Chairman, Planning & Development Board, Government of Sindh, Karachi
4. Addl. Chief Secretary, Planning & Development Department, Government of KPK, Peshawar
5. Addl. Chief Secretary, Planning & Development Department, Government of Balochistan, Quetta.

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6. Addl. Chief Secretary, Planning & Development Department, Government of Gilgit-Baltistan, Gilgit,
7. Addl. Chief Secretary, Planning & Development Department, Government of AJK, Muzaffarabad.

C.C to:

i. Chairman, Capital Development Authority (CDA), Islamabad.
ii. Superintendent Engineer, Office of the Superintending Engineer, Public Health Engineering Circle Abbottabad, Khyber Pakhtunkhwa Government.
iii. Managing Director, Water and Sanitation Agency (WASA), Rawalpindi
iv. Managing Director, Water and Sanitation Agency (WASA), Chaudhary Zahoor Elahi Road, Lahore
v. Managing Director, Water and Sanitation Agency (WASA), Faisalabad
vi. Managing Director, Water and Sanitation Agency (WASA), Gujranwala
vii. Managing Director, Water and Sanitation Agency (WASA), Multan
viii. Managing Director, Karachi Water and Sewerage Board (KW&SB), Block-E, 9th Mile Karsaz, Near Awami Markaz, Shahra-e-Faisal, Karachi
ix. Joint Secretary (Training), Establishment Division, Islamabad
x. System Analyst (Computer Center), EAD with request to kindly upload JICA's G.I Booklet & associated Annexes on EAD's Website.

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