



DIRECTOR GENERAL

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F.No.1(5)2025-26/TC/DD(Trg)  
Government of Pakistan  
Establishment Division  
AHK National Centre for Rural Development  
Park Road, Chak Shahzad – Islamabad

August 11, 2025

**SUBJECT: Training Course On "Monitoring And Evaluation Of Development Projects"  
From 08-12 September, 2025**

Akhtar Hameed Khan National Centre for Rural Development (AHKNCRD), an Attached Department of Establishment Division, is responsible for promoting the cause of rural development in Pakistan through its programmes of training and research. Training is imparted, inter alia to officials of the Local Government and Rural Development Departments, elected representatives, functionaries of National Building Department (NBD's) in order to improve their professional skills and promote sharing of experiences regarding rural development in Pakistan.

2. AHKNCRD is planning to organize a five-day training course on "Monitoring and Evaluation of Development Projects" from 08-12 September, 2025. The major objectives of the training programme include:

- To make participants understand the important stages in an M&E system;
- To enable the participants to develop a framework that links project activities to outcomes and impacts (goals);
- To learn approaches and tools of Monitoring and Evaluation design and proposal; and
- To provide a forum for sharing of relevant experiences to the participants coming from various sectors and regions of the country.

3. **No training fee will be charged for the training sessions;** however, TA/DA of participants shall be borne by the nominating agencies. Boarding and lodging facilities are available in NCRD Hostel located within NCRD Complex on the approved rates and on 'first come, first serve' double occupancy basis. Food arrangements will be made by the participants on self-finance basis for which the staff is available in the Hostel.

4. **Participants may please be informed that Family Members/Servants are not allowed to stay with them in the Hostel.**

5. It will be appreciated if nominations of 4-5 suitable officers from your department/organization are sent to NCRD by **1<sup>st</sup> September, 2025**. The nomination letter is required to include:

Name	Designation	Department	Contact number	Email Address	Whether hostel facility is required
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**Venue:** AHK National Centre for Rural Development (NCRD), Park Road, Chak Shahzad, Islamabad.  
**Course Coordinator:** Mr. Mubasshir Zaman Khan Deputy Director (Trg)  
**E-mail:** [mzkhan.ela@gmail.com](mailto:mzkhan.ela@gmail.com); **Tel:** 051-9255187; **Cell No.** 0333-5545087

With regards,

(Israr Muhammad Khan)

**Distribution to:**

- Federal Secretaries, Ministries/Divisions, Islamabad/Rawalpindi.
- Chief Secretaries of Provinces/Constituent Units (Punjab, Sindh, Khyber Pakhtunkhwa, Baluchistan, Gilgit Baltistan & Azad Jammu & Kashmir)
- Concerned Secretaries of Provinces/Constituent Units (Punjab, Sindh, Khyber Pakhtunkhwa, Baluchistan, Gilgit Baltistan & Azad Jammu & Kashmir)
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