

**GOVERNMENT OF PAKISTAN
REVENUE DIVISION
FEDERAL BOARD OF REVENUE
(HRM) WING**

No.1(6)S(HRD)/2015/Vol-II

Islamabad the 20th January, 2017

OFFICE MEMORANDUM

**Subject: One week Tax Leadership Course to held at Directorate General of Training
IRS (DOT) Lahore from February 20th to 24th, 2017**

A one week Tax Leadership course is organized by FBR in coordination with HMs Revenue & Customs/DFID. The one week certified course shall be conducted by Mr. Paul Stafford, HMRC/CATA Achieving Leadership Potential Programme Director, Mr. Roger Bracken, Consultant Deliverer and Ascend Talent Program Lead HMRC and Ms. Zana Aslam, DFID/HMRC Program Manager Pakistan. The objective of the course is to study role of strategic leadership and develop skills of good leader in a public sector organization in the context of Tax administration.

2. The course is designed for BS-19/20 officers, preferably those who have worked at /are performing administrative duties or heading respective offices independently. On intimation of selection for the course, the selected officer shall immediately email his/her bio data on the format given below to the Mr. Paul Stafford. Course outline/details shall be emailed to the selected officers.

3. **The course details and requirements are as under;**

- a) The participants shall be under the administrative control of Member HRM during the entire course.
- b) The course timings shall be 09:30 am to 03:00 p.m. which shall be strictly observed.
- c) The officer selected shall be deemed to be relieved from duties for the duration of the course.
- d) On completion of the course, the immediate supervisory officer of participant shall submit his observations on the impact of the course in the working of participant officer to the Course Director after completion of the course and by no later than the **16th March**. The objective is to obtain feedback for designing future courses. It shall be an informal report and shall have no impact on the Performance Evaluation of the officer or any other service matter. A copy of the report shall also be sent to Member HRM.
- e) The officers may claim TA/DA from respective place of posting.

4. The officers may apply on line for the course by **30.01.2017**.


(Tariq Iqbal)
Secretary HRD