

## Annual Training Calendar 2017 -18 of PWTI, Lahore

Sl. No	TITLE	CATEGORY	SEP. 2017	OCT. 2017	NOV. 2017	DEC. 2017	JAN. 2018	FEB. 2018	MAR. 2018	APR. 2018	MAY. 2018	JUNE. 2018
1.	Effective Financial Control (Initial)	DDOs of DPW Offices and FHCs	-	-	20-24	-	-	19-23	-	-	-	-
2.	Effective Financial Control (Refresher)	DDOs of DPW Offices and FHCs	-	-	27-29	-	-	06-08	-	-	-	-
3.	<b>Initial Service Training</b>	Newly Recruited Officers BS-17/18	-	-	-	-	01-13 22	- 03	-	-	-	-
4.	Official Communication Skills	Assistant Director & Deputy Principal (RTIs)	06-08	-	-	-	-	-	-	-	-	-
5.	The Art of Event Report Writing	DDPWOs(C&T)	-	-	-	11-15	-	-	-	-	-	-
6.	Statistical Analysis and Research Methodology	District Demographers	-	-	-	-	-	-	12-16	-	-	-
7.	Supply Chain Management	Section Officer Procurement Deputy Directors Assistant Directors DPWOs,  District Demographers	-	09-13 16-20	-	-	-	-	-	-	-	-
8.	Training Of Trainers on Basic Nutritional needs	DDPWOs(Tech), Senior Instructor,  Sister Tutor( RTIs)	-	-	06-11 13-18	-	-	-	-	-	-	-
9.	Monitoring, Evaluation, Accountability and Learning (MEAL)	TPWOs	-	-	-	18-22	-	-	-	-	-	-
10.	Mandatory Promotional Training	Senior Clerks	11-23	-	-	-	-	-	-	-	-	-
11.	Advance Computing Skills (Refresher)	Senior Scale Stenographer/ Stenotypist BS-16/14	-	-	-	-	15-19	-	-	-	-	-
12.	Automation of Accounts	Accountants/Account Assistants of FHCs BS-11/16	-	-	-	04-08	-	-	-	-	-	-
13.	Advance MS Excel	Statistical Assistants	25-27	-	-	-	-	-	-	-	-	-
14.	Basic Safety and Security	Security Guards/ Chowkidar	-	-	-	-	-	-	-	-	02-04	-
15.	Working with the Community	Social Mobilizers Low CPR Districts	-	-	-	-	-	-	26-30	16-20	-	-
16.	Initial Service Training	FWAs(Male)	-	23	- 04	-	-	11-24 26	- 10	02-14	07-19	-
17.	One day orientation on Population and Development	NBDs,PLDs, NGOs, Religious Leader, Elected Representatives	District Level									