FACULTY TRAINING & DEVELOPMENT CENTER
University of Balochistan, Quetta
Ph.9211176. email. ftdc@um.uob.edu.pk

FTDC/N0/361 dated:06/10/2025

The Director General,
Students Affairs,
University of Balochistan, Quetta.

Subject: **2 DAY TRAINING ON CAPACITY BUILDING TO OFFICERS**

Consequent upon the approval of the Honorable Vice Chancellor, the Faculty Training and Development Center (FTDC), University of Balochistan, will conduct a 2-Day Training Program on ***"Capacity Building to officers of grade 17 and above"***, in committee room University of Balochistan, on 13th & 14th October,2025 from 9:30 AM to 2:00 PM daily.

You are kindly requested to provide the availability of committee room along with following logistics for the smooth conduct of the training:

i. Seating arrangements for 25–30 participants on round tables.
ii. 3 VIP chairs for the stage.
iii. Multimedia projector and screen.
iv. Sound system with microphones (cordless and podium mic).

Thanking you in anticipation.

(Noor-ul-Amin Kakar)
Director, FTDC

Copy to the:

i. PSO to the Vice Chancellor, University of Balochistan, Quetta.
ii. PA to Pro Vice Chancellor, University of Balochistan, Quetta.
iii. Registrar, University of Balochistan, Quetta.
iv. Director General Admin, University of Balochistan, Quetta.
v. Director General Engineering & Works for generator arrangement. In fall of electricity shortage by QESCO.
vi. Chief Security Officer for security provisions.
vii. Commandant CPC, University of Balochistan, Quetta.
viii. Director, Directorate of Information Technology for multimedia support.
ix. Director, DPR, UoB, for media coverage.