

F.6 (358)/2018-FJA  
Federal Judicial Academy  
Islamabad

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**FIVE DAYS TRAINING COURSE ON LEADERSHIP & MANAGEMENT  
FOR DISTRICT & SESSIONS JUDGES FROM ALL OVER PAKISTAN AND AJ&K  
(OCTOBER 01 TO OCTOBER 05, 2018)**

**PROGRAMME**

**Monday, October 01, 2018**

08:15 a.m.	Registration and Housekeeping Instructions	Ms. Huma Akhtar Chughtai, Director, FJA
<b><u>Inaugural Ceremony</u></b>		
08:30 a.m.	Recitation from the Holy Quran	Hafiz Irfan Ahmad, FJA
08:35 a.m.	Inaugural Address by the Director General	Mr. Hayat Ali Shah, Director General, FJA
08:50 a.m.	Group Photograph	
09:00 – 10:30 a.m.	Understanding Challenges at the Workplace-I	Mr. Abdullah Ex-Chairman, KP, Public Service Commission, Ex-Chief Secretary, KP
10:30 – 12:00 noon	Understanding Challenges at the Workplace-II	Mr. Abdullah
12:00 – 12:30 p.m.	<b>Tea Break</b>	
12:30 – 02:00 p.m.	Syndicate Discussion	Mr. Hayat Ali Shah, Mr. Abdul Matin
	<b>Coordinator:</b>	Ms. Huma Akhtar Chughtai, Director, FJA
02:00 – 02:15 p.m.	<b>Prayer Break</b>	
02:15–03:15 p.m.	Group Presentations	Director General and all Faculty of FJA
	<b>Coordinator:</b>	Ms. Huma Akhtar Chughtai, Director, FJA

**Tuesday, October 02, 2018**

08:30 – 10:00 a.m.	Team Building through Engagement	Mr. Hayat Ali Shah, Director General, FJA
10:00 – 11:30 a.m.	Change Management	Ms. Kiswar Sameen Gulzar, Assistant Prof., NUST
11:30 – 12:00 noon	<b>Tea Break</b>	
12:00 – 01:30 p.m.	Individual Command Tasks-I	Mr. Hayat Ali Shah, Director General, FJA
	<b>Coordinator:</b>	Mr. Fakhar Zaman, Director, FJA
01:30 – 01:45 p.m.	<b>Prayer Break</b>	
01:45– 03:15 p.m.	Individual Command Tasks-II	Mr. Hayat Ali Shah, Director General, FJA
	<b>Coordinator:</b>	Mr. Fakhar Zaman, Director, FJA

**Wednesday, October 03, 2018**

08:30 – 10:00 a.m.	Conflict Resolution & Crisis Management-I	Dr. M. Sabra Nadeem, Assistant Professor COMSATS
10:00 – 11:30 a.m.	Conflict Resolution & Crisis Management-II	Dr. M. Sabra Nadeem
11:30 – 12:00 noon	<b>Tea Break</b>	
12:00 – 01:30 p.m.	Planning, Prioritization and Delegation	Dr. M. Zia ur Rehman, NDU
01:30 – 01:45 p.m.	<b>Prayer Break</b>	
01:45– 03:15 p.m.	Preparing Work Plan (Presentations)	Director General and all Faculty of FJA
	<b>Coordinator:</b>	Mr. Fakhar Zaman, Director, FJA

**Thursday, October 04, 2018**

08:30 – 10:00 a.m.	Communication and Public Relations	Mr. Najm ul Saqib, Head of Communications & Public Relations, ICRC, Pakistan
10:00 – 11:30 a.m.	Public Speaking & Effective Presentation	Mr. Najm ul Saqib
11:30 – 12:00 noon	<b>Tea Break</b>	
12:00 – 01:30 p.m.	Public Speaking (Practical Exercise)	Director General and all Faculty of FJA
	<b>Coordinator:</b>	Mr. Fakhar Zaman, Director, FJA
01:30 – 01:45 p.m.	<b>Prayer Break</b>	
01:45– 03:15 p.m.	Public Speaking (Practical Exercise)	Director General and all Faculty of FJA
	<b>Coordinator:</b>	Mr. Fakhar Zaman, Director, FJA
07:30 p.m.	Academy Night and Special Dinner	<b>Coordinator:</b> Ms. Huma Akhtar Chughtai, Director, FJA

**Friday, October 05, 2018**

08:30 – 10:00 a.m.	Measuring Performance	Dr. Zunaira Saqib, Assistant Professor, NUST
10:00 a.m.	<b>Working Tea</b>	
10:00 – 11:00 a.m.	Self-Assessment Check List	<b>Coordinator:</b> Mr. Fakhar Zaman, Director, FJA

**Certificate Awarding Ceremony (11:00 a.m.)**

11:30 a.m.	Chief Guest: <b>Hon'ble Mr. Justice Mushir Alam, Judge, Supreme Court of Pakistan, Islamabad</b>
11:35 a.m.	Recitation from the Holy Quran
11:40 a.m.	Views of the Participants.
11:45 a.m.	Address by the Director General
11:50 a.m.	Address by the Chief Guest
12:00 noon	Certificate Distribution
11:10 p.m.	Group Photograph
12:15 p.m.	Lunch