

PROGRAM OF ACTIVITIES				
LOAN AND GRANT DISBURSEMENT SEMINAR 29 - 30 APRIL 2025 ISLAMABAD SERENA HOTEL, ISLAMABAD, PAKISTAN				
TIME		ACTIVITY		RESOURCE PERSON
DAY 1 Tuesday, 29 April 2025				
9:00	-	9:15	Registration of Participants	PRM CDRC Team
9:15	-	9:30	Opening Remarks	Deputy Country Director, PRM
9:30	-	9:45	Opening Remarks	Joint/Deputy Secretary, EAD
9:45	-	10:15	Introduction and Overview	Oliver Domagas
10:15	-	10:30	Group Picture Taking	ALL PARTICIPANTS
10:30	-	10:45	Break	
10:45	-	12:00	Modules 1-3 - ADB Disbursement Principles, Policies and Guidelines - The Four Major Disbursement Procedures	Oliver Domagas
12:00	-	1:00	Lunch Break	
1:00	-	2:30	Module 4	Abid A. Shah
			- Withdrawal Application	
			Module 5	
			- Required Documentation	
			Knowledge Check - Part 1	PRM DU Team
2:30	-	3:00	Module 6	Abid A. Shah
			-Loan Disbursement Procedures: Reimbursement	
3:00	-	3:15	Break	
3:15	-	5:00	Module 7 - Loan Disbursement Procedures: Advance Fund	Muhammad J. Akram
DAY 2 Wednesday, 30 April 2025				
9:00	-	10:00	Module 7 (continuation)	Muhammad J. Akram
			Loan Disbursement Procedures: Advance Fund Procedures	
			Knowledge Check - Part 2	
10:00	-	10:15	Break	
10:15	-	12:00	Modules 8 and 9	Abid A. Shah (DP)/Oliver Domagas (CL)
			Loan Disbursement Procedures: Direct Payment and Commitment Procedure	
			Knowledge Check - Part 3	
12:00	-	1:00	Lunch Break	
1:00	-	1:30	Module 10	Oliver Domagas
			Procedures During Implementation and Account Closing	
1:30	-	2:15	Module 11-12	
			FIL, Result-Based Lending and Cofinancing Operations	
2:15	-	2:45	Module 13	PRM DU Team
			SOE Review	
			Knowledge Check - Part 4	
2:45	-	3:00	Break	
3:00	-	3:30	Module 14 and 15	Kashif Zahoor/M. Awais.
			Financial Information Services and Client Portal for Disbursements	
3:30	-	4:15	Module 16	
			Common Causes of Delay	
			Knowledge Check - Part 5	
4:15	-	4:30	Closing Remarks	ADB-RM & Oliver Domagas

PROGRAM OF ACTIVITIES				
FINANCIAL MANAGEMENT TRAINING 01 MAY 2025				
ISLAMABAD SERENA HOTEL, ISLAMABAD, PAKISTAN				
TIME		ACTIVITY		RESOURCE PERSON
DAY 1	Thursday, 01 May 2025			
9:00	-	9:30	Registration of Participants	PRM CDRC Team
9:30	-	9:45	Opening Remarks by CD / DCD, PRM and Director, PFFM	CD / DCD, PRM Director, PFFM
9:45	-	10:00	Group Picture Taking	All
10:00	-	11:00	1. Financial Due Diligence and ADB Project Cycle (7 Slides) 2. FM during Project Implementation (4 Slides) 3. Financial Reporting Requirements (20 Slides)	Akmal
11:00	-	11:15	Tea / Coffee Break	
11:15	-	12:45	4. Audit Requirements (24 Slides) 5. Asset Management & Financial Sustainability (16 Slides)	Musaddiq
12:45	-	13:45	Lunch Break	
13:45	-	14:15	6. Project Closure (12 Slides)	Sohail
14:15	-	14:45	7. Knowledge Check (13 Slides)	Sohail
14:45	-	15:00	8. eLearn Tools (5 Slides)	Akmal
15:00	-	15:45	Open Q&A Session	All
15:45	-	16:00	Tea / Coffee Break	
16:00	-	16:15	- Handing Over of Certificates to the Participants	Ruth / Akmal