

# National Highway Authority

Administration Wing (HRD) Cell

**“Say No to Corruption”**

No. 18(1)-Japan/HRD/NHA/2019/ 217

27<sup>th</sup> Mauve Areas, G-9/1,  
Islamabad the, 11 June, 2019

## **C I R C U L A R**

Subject: **Nomination of NHA Officers for Participation in Fully Funded Training Course on “Road Maintenance” to be Organized by Japan International Cooperation Agency (JICA) from 04.09.2019 to 12.10.2019 in Japan**

The Economic Affairs Division (EAD), Islamabad has circulated the schedule of the subject fully funded training course and has requested NHA for nomination of suitable officers for participation who fulfill the under mentioned: -

### **Eligibility Criteria of (Sponsors)**

|    |   |
|----|---|
| a. | Be an engineer incharge of planning, design, construction or maintenance and management of urban road in Federal or Provincial Government, who is able to implement his/her Action Plan after the training course in Japan. |
| b. | More than five (5) years working experience in the field of road management and maintenance.  |
| c. | Be a University Graduate in or equivalent Technical qualification in the relevant field   |
| d. | Have a competent command of spoken and written English.   |
| e. | Be in good health, both physically and mentally.  |
| f. | Not be serving in any form of military service.   |
| g. | Nomination of Contractual employee will not be entertained at any cost  |


### **NHA's Eligibility Criteria**

|    |   |
|----|---|
| a. | Minimum three years' service in NHA.  |
| b. | Must be a regular employee of NHA.  |
| c. | The employee has not attended any other program abroad for duration of more than one month during last one year.                            |
| d. | His / her job is related to the scheduled program   |
| e. | Not dealing with any special assignment   |
| f. | Neat and clean service record & no departmental proceedings are pending or under process against him or area of his existing responsibility |
| g. | Recommendation by the Member In-charge  |

2. The addresses are requested to kindly forward nominations of relevant engineer officers who fulfill the above mentioned criteria along-with duly filled /signed the following documents at the earliest but not later than **June 20, 2019 positively**. Nomination received after due date or without any information or documents and without recommendation of the concerned Member will not be processed/entertained: -

|  |  |
|--|--|
| ✓ Application form /Information Form           | ✓ Undertaking                                    |
| ✓ Five copies of valid passport                | ✓ Inception Report                               |
| ✓ Proforma for Foreign Training (FTC Proforma) | ✓ Five passport-size photos & Copies of Passport |
| ✓ Surety Bond                                  | ✓ Five Copies of CNIC                            |
| ✓ Five copies of Higher Education Degree.      |  |

3. Further details and prescribed application form/JICA Forms and specimen of surety bond, undertaking and FTC proforma may be downloaded from the EAD's website [www.ead.gov.pk/](http://www.ead.gov.pk/) or ([www.jica.go.jp/pakistan/english/index.html](http://www.jica.go.jp/pakistan/english/index.html)).

  
**(BARKAT ALI)**  
Director (HRD)  
051-9032510

**All Member Engineers, (HQ/Zones)**  
**All GM Engineers, (HQ/Regions/Projects)**

**AD MIS**

→ To be uploaded on NHA's Website