

National Highway Authority

Administration Wing (HRD) Cell

"Say No to Corruption"

No. 18(1)-Singapore/HRD/NHA/2019/ 173

Islamabad the, March 01, 2019

CIRCULAR

Subject: **Nomination of NHA Officer for Participation in Partly Funded Training Course on "Environmental Conservation and Sustainability" to be held from May 06-10, 2019 at Singapore**

The Ministry of Communications, Islamabad has forwarded a copy of Economic Affairs Division OM No. 4 (8)/SEA/2019 dated February 20, 2019 subject **partly funded** training course and has requested NHA for nomination of **01** suitable officer for participation who fulfill the under mentioned criteria: -

Eligibility Criteria of (Sponsors)

a.	Be a regular Government Officer BS-17 & above
b.	Be Mid-Level Government official involved in policy making on environmental conservation and sustainability
c.	Have a competent command of spoken and written English.
d.	Be in good health, both physically and mentally.

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
g.	Recommendation by the Member In-charge

2. The addresses are requested to kindly forward nominations of relevant officers who fulfill the above mentioned criteria and are willing **to bear Round Trip Airfare/visa fee/daily allowance** along-with duly filled /signed the following documents at the earliest but not later than **March 06, 2019. 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	✓ An Undertaking by the participant to bear Round trip Airfare/visa fee/daily allowance
✓ Five copies of valid passport	✓ Five passport-size photos & Copies of Passport
✓ Proforma for Foreign Training (FTC Proforma)	✓ Five Copies of CNIC
✓ Surety Bond/Undertaking	✓ Five copies of Higher Education Degree.

3. Further details and prescribed application form and specimen of surety bond, undertaking and FTC proforma may be downloaded from the EAD's website www.ead.gov.pk/.


(BARKAT ALI)
Director (HRD)
051-9032510

All Members, (HQ/Regions/ Secretary NHA)

All GMs, (HQ/Regions/Projects)

Dir (Environment), NHA HQ

Copy to: -

AD MIS

→ To be uploaded on NHA's Website