

**NATIONAL HIGHWAY AUTHORITY**

Administration Wing (HRD Cell)

**"Say No to Corruption"**

No. 9(1)-STI/HRD Cell/NHA/2020/ 358

27<sup>th</sup> Mauve Area, G-9/1,  
Islamabad, the January 02, 2020

**Training Opportunities**

Subject: **Nomination of NHA Officers (HQ Only) for (Part Time) Training Courses to be Conducted by Secretariat Training Institute (STI) at Islamabad.**

Secretariat Training Institute (STI), Islamabad is organizing following training courses at Islamabad and has invited suitable nominations of NHA officers. Details of courses are given below: -

S #	Name of Courses / Training	Detail	
a.	Training Course on "Disciplinary Procedures in Government Offices"	<b>Duration</b>	27-01-2020 to 31-01-2020
		<b>Timing</b>	09:30 am to 01:00 pm
		<b>Eligibility</b>	Officers in BPS 17-19
b.	Training Course on "Media Management in Government"	<b>Duration</b>	20-01-2020 to 24-01-2020
		<b>Timing</b>	09:30 am to 01:00 pm
		<b>Eligibility</b>	Officers in BPS 17-19

2. Addressees are requested to kindly forward suitable nominations of **officers posted at HQ only** for the above mentioned training courses which are relevant to their job assignments and who have not been nominated/attended above training courses so far. The nominations should reach in HRD Cell latest by **January 10, 2020** with their contact/cell number and email. The nominations may be forwarded with the recommendation of concerned Member. The nominations received without recommendation of concerned Member or after the prescribed date will not be entertained, please.



**(BARKAT ALI)**  
Director (HRD)  
051-9032710

**All Members, HQ**

**All GMs, HQ/Secretary NHA**

**Dirs (Estb/Reg/MIS/Legal/Rectt/Pers/Coord/PR/Env/Complaints)**

Copy to: -

**AD MIS**

→ **To be uploaded on NHA's Website**