

NATIONAL HIGHWAY AUTHORITY

Administration Wing (HRD Cell)

"Say No to Corruption"

No. 9(1)-STI/HRD Cell/NHA/2021/681

November 22, 2021


Training Opportunities

Subject: **Nomination of NHA Officials (HQ Only) for 01 Week (Part Time) Training Course on "Duties & Responsibilities, General Ethics, Manners & Behavior" of Drivers/Dispatch Riders/Qasids/Daftaris /Naib Qasids & Equivalents to be Conducted by Secretariat Training Institute (STI) at Islamabad from 06-12-2021 to 10-12-2021.**

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

	Course Content/Outline	Detail	
i	Duties & Responsibilities, General Ethics, Manners & Behavior	Duration	06-12-2021 to 10-12-2021
		Timing	09:00 am to 11:00 am
		Eligibility	Drivers/Dispatch Riders/Qasids/Daftaris /Naib Qasids & Equivalents

2. Addressees are requested to kindly forward suitable nominations of **eligible officials posted at HQ only** for the above mentioned training course and who have not been nominated/attended above training course so far. The nominations should reach in HRD Cell latest by **November 24, 2021** 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.



(SYED ZAWAR HAIDER)

Director (HRD)

051-9032710

All Members, HQ

All GMs, HQ/Secretary NHA

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

Copy to: -

AD MIS

→ To be uploaded on NHA's Website