

Most Immediate

National Highway Authority

Administration Wing (HRD) Cell

"Say No to Corruption"

No. 16(1)- HRD/Gen Trg/NHA/22/ 807

27th Mauve Areas, G-9/1,
Islamabad the, May/6, 2022

C I R C U L A R

Subject: **UPDATION/COMPLETION OF DATA IN HRMIS SOFTWARE REGARDING TRAININGS**

It has been observed that some officers/officials do not forward/submit training certificates after completion of their trainings to HRD Cell, NHA HQ.

2. In this connection, it is therefore requested to all the concerned officers/officials to check their ICP Charts on NHA's website www.nha.gov.pk. If any record of training is missing & not entered in ICP Chart, then forward those training certificates to HRD Cell for updation/completion of data in HRMIS software.

3. The above is circulated for information and **strict compliance** by all the concerned, please.


(SYED ZAWAR HAIDER)

Director (HRD)

051-9032710

All Members, HQ/Zones

All GMs, HQ/Regions/Projects

Secretary NHA

Director(Estb/Reg/MIS/Legal/Rect/Pers/Coord/PR/Envr/Complaints/ISO)

AD MIS

→ To be uploaded on NHA's Website