

NATIONAL HIGHWAY AUTHORITY

Admn Wing (Personnel)

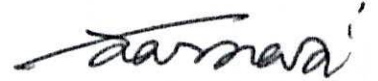
No 22(2)/Admn(P)/NHA/22-/01

Jan 02, 2023

Sub: - ENSURING ATTENDANCE OF PRE-PAC/ PRE-DAC / PRE-NATIONAL ASSEMBLY & SENATE STANDING COMMITTEES / PRE-PSDP MEETINGS

It has been observed that Members and concerned General Managers do not ensure their presence in the subject meetings due to which replies to audit paras and agenda items pertaining to them are not properly discussed and updated resulting in non-settlement of the paras /issues and embarrassment for the higher management before these forums.

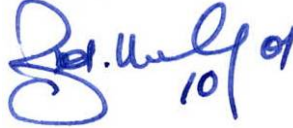
2. The Chairman NHA has directed that all Members and General Managers concerned shall ensure their attendance in all pre-PAC, pre-DAC, pre-National Assembly & Senate Standing Committees as well as pre-PSDP meetings fully prepared.
3. The above instructions are circulated for strict compliance by all concerned.



(ZAHIR SHAH)
Member (Admn)

Distribution: -

- > All Members (HQ/Zones/MWs)
- > All GMs (HQ/Regions/Projects)
- > SPS to Chairman NHA
- > Director (MIS)(for uploading on NHA Website)



NATIONAL HIGHWAY AUTHORITY

Admn Wing (Personnel)

No 22(2)/Admn(P)/NHA/22- 02


Jan 02, 2023

Sub: - **INSTRUCTIONS REGARDING GRANT OF ALL KIND OF LEAVES AT HEADQUARTER**

It has been observed that whenever any important and urgent time limit assignments are required to be disposed of or meetings are to be attended, the dealing Members / GMs / Directors / PDs are found either on leave or out of office causing delay in disposal, resolution of issue and attendance of meeting and embarrassment for the higher management.

2. The Chairman NHA has shown serious concern and directed that no officer of the level of Member, General Manager/Directors/PDs at headquarter shall grant any kind of leave without prior approval of the Chairman NHA.

3. The above instructions are circulated for strict compliance by all concerned.


(ZAHIR SHAH)
Member (Admn)

Distribution: -

- All Members (HQ/Zones/MWs)
- All GMs (HQ/Regions/Projects)
- All Directors & PDs (HQ/Regions/Projects)
- SPS to Chairman NHA
- Director (MIS)(for uploading on NHA Website)

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NATIONAL HIGHWAY AUTHORITY

Admn Wing (Personnel)

No 22(2)/Admn(P)/NHA/22-03


Jan 02, 2023

Sub: - **INSTRUCTIONS REGARDING PRIOR INFORMATION/APPROVAL BY MEMBERS AND GENERAL MANAGERS AT HEADQUARTER TO ATTEND MEETING OUTSIDE HEADQUARTER.**

It has been observed that whenever Members and General Managers working at Headquarter are called for by the Chairman NHA for discussion on important and urgent time limit assignments, they are found absent / away from their offices or reported to have gone to attend a meeting out of NHA.

2. The Chairman NHA has shown serious concern and directed that all Members and General Managers at HQ shall inform Chairman NHA in advance to attend such meetings.

3. The above instructions are circulated for strict compliance by all concerned.


(ZAHIR SHAH)
Member (Admn)

Distribution: -

- All Members (HQ)
- All GMs (HQ)
- SPS to Chairman NHA
- Director (MIS)(for uploading on NHA Website)

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