

# National Highway Authority

Administration Wing (HRD) Cell)

No. 8(1)-PPMI/HRD/NHA/2023/ 972 Islamabad, the December 08, 2023

## Training Opportunities

Subject: **Nomination of NHA Officers (HQ Only) for Participation in Training Courses to be held at PPMI, Islamabad During the 3<sup>rd</sup> Quarter (January-March 2023-24)**

Pakistan Planning and Management Institute (PPMI), Planning Commission Government of Pakistan, Islamabad has circulated the schedule of following training courses to be conducted and has invited suitable nominations as per detail given below: -

Sr.	Course / Training	Detail
i.	PC-I & PC-II Preparation	08-12 January, 2024
ii.	Human Resource Management in Public Sector	17-19 January, 2024
iii.	Microsoft Project Software	24-26 January, 2024
iv.	Public Financial Management System	05-07 February, 2024
v.	Dealing Tax Matters in Government Departments	14-16 February, 2024
vi.	Appraisal & Risk Management	21-23 February, 2024
vii.	Contract Management	26-28 February, 2024
viii.	Public Procurement Policies and Rules	05-08 March, 2024

2. The above training courses are free of cost and will be conducted by PPMI at PPMI Complex, St # 1, Sector H-8/1, Islamabad.

3. The Nominations may be forwarded on the following prescribed format:

Sr. #	Name & Designation	Course	Organizations	Contact No.	Email

4. Addressees are requested to kindly forward the nominations of **relevant officers in BS-17 & above** for the courses which are relevant to their job assignment of those who have not been nominated / attended the proposed training course so far, if any, above on prescribed format duly signed by the nominees with the recommendation of concerned Member latest by **December 20, 2023**. The nominations received without prescribed format and recommendation of concerned Member or after the prescribed date will not be entertained.

(JAHANZAB)  
Dy. Director (HRD)  
Ph: 051-9032747

**All Members, HQ**

**All GMs, HQ, Secretary NHA**

**Director (Estab/Reg/MIS/Legal/Rectt/Pers/Coord/PR/Envr/Complaints/ISO)**

Copy to: -

**Dir MIS**

→ To be uploaded on NHA's Website