

Bridges Division

NIS Work Plan (January 2015-June 2016)

Ministry/Division: Bridges Division			Approved by: Secretary, Bridges Division Date: 09-03-2015			
Sl No.	Activity	Time frame	Performance Indicator			Responsibility
			Baseline No. (as of March 2015)	Target	Unit	
1. Institutional Arrangement						
1.1	Hold Ethics Committee Meeting	Every month	3	18	Number of meeting	Ethics Committee
1.2	Formation of Ethics Committee in subordinate offices.	June 2015	50	100	% of all subordinate offices	Admin Wing
1.3	Arrange stakeholder meeting	Half yearly	0	3	Number of meeting	Admin Wing
2. Awareness raising						
2.1	Hold awareness meeting	December 2015	0	2	Number of meeting	Admin Wing
2.2	Workshop/Seminar	June 2016	1	3	Number of Workshop/Seminar	Admin Wing
2.3	Motivational Speech with emphasis on religious values	June 2016	12 times (weekly)	76 times (weekly)	Number of speech	1. ED, BBA & Chairman, Ethics Committee 2. Director (All), BBA 3. PD, (All)
2.4	Rally	December 2015	0	1	Number of Rally	Admin Wing
2.5	Observe 'NIS day' for Bridges Division	December 2015	0	1	Number of 'NIS day' observed	Admin Wing
2.6	Upload NIS related documents and activities of the ethics committee on the website and update regularly	June 2016	50	100	% of NIS related documents and activities of the ethics committee	Admin Wing
3. Capacity Development						
3.1	Training	June 2016	6 hours training per person	36 hours training per person	Hour of training per person	Admin Wing
3.2	Study Tour	June 2016	1 study tour	6 study tour	Number of study tour	Admin Wing



