

Ref no : HYD 4/1/10

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Highways Department Technical Circular No. 6/99

Approval for publishing and presenting Technical Paper,  
Visual Material, etc

This Circular sets out guidelines for HyD staff to publish paper and/or present paper/visual material, etc. at conference/seminar or similar event representing or employing the name 'Highways Department'.

2. Application for the above publication/presentation requires prior approval from DDHy. Head of office/division/unit, on behalf of himself or his staff, shall refer such application with details to Technical Secretary.
3. Copy of paper/presentation materials shall be submitted, before or after the event, to Technical Secretary for record purposes.
4. Application for attending overseas conference/seminar to present paper shall follow the HyD General Circular No. 4/91 - Duty Visits and Other Official Attendances.

( K. S. Leung )  
Director of Highways