



Office of the Registrar

NOTIFICATION

On the recommendation of the Institutional Quality Circle (IQC) in its 1st meeting held on 10th March 2025, the Honorable Vice Chancellor, University of Engineering & Technology (UET) Mardan, is pleased to constitute the following **Institutional Performance Report (IPR) Preparation Committee** for the purpose of preparing the IPR in accordance with PSG-2023 and compiling all required documentation:

1. Dr. Fazal Muhammad Director QEC, UET Mardan	Convener
2. Mr. Khyber Khan Khattak Director Clubs, UET Mardan	Member
3. Mr. Imtiaz Ahmad Deputy Director Admissions, UET Mardan	Member
4. Mr. Abdul Hafeez Deputy Director Budget, UET Mardan	Member
5. Mr. Muhammad Haseeb Deputy Director P&D, UET Mardan	Member
6. Engr. Zaid Yousaf Deputy Registrar Academics, UET Mardan	Member
7. Engr. Muhammad Humayun Khan Manager Industrial Linkage, UET Mardan	Member
8. Mr. Sufi Ali Ahmad Senior Computer Technologist, UET Mardan	Member
9. Mr. Sayyad Fawaz Khan, Office Assistant Registrar Office, UET Mardan	Member
10. Mr. Taimur Hayat, Computer Operator, Examinations Section, UET Mardan	Member
11. Mr. Tayyab Jan Senior Library Assistant, UET Mardan	Member

Terms of Reference (ToRs):

The committee shall:

1. Review the PSG-2023 Quality Assurance Framework and ensure alignment of the Institutional Performance Report (IPR) with the prescribed RIPE Standards.
2. Collect and compile comprehensive institutional data from academic, administrative, financial, and support units to reflect performance across governance, teaching, research, student services, and quality assurance.
3. Prepare the IPR using the standard template and structure provided by the QEC.
4. Ensure that evidence is properly cited and annexed with the report, including strategic plans, minutes, policies, financial reports, academic records, and other supporting documents.
5. Engage stakeholders including faculty, students, and administrative staff to validate data and capture a comprehensive institutional reflection.

6. Submit the draft IPR to the QEC for preliminary review and incorporate feedback before presenting the final version to the Institutional Quality Circle (IQC).
7. Maintain timelines as prescribed by the QEC to ensure readiness for the subsequent RIPE process and timely submission to HEC as part of the Yearly Performance Report (YPR).



Deputy Registrar (Estb)

Copy to:

1. Dean, Faculty of Engineering & Computing, UET Mardan.
2. All Heads of the Departments/Sections, UET Mardan.
3. Quality Enhancement Cell (QEC), UET Mardan.
4. Convener & Members of the Committee.
5. PS to Vice-Chancellor, UET Mardan.
6. PA to Registrar, UET Mardan.
7. Personal Files.
8. Master File.



Deputy Registrar (Estb)

University of Engineering &
Technology, Mardan