



REF: NCS-ISB/154/2024

DATE: 6 AUGUST 2024

ESTABLISHMENT OF QUALITY ENHANCEMENT CELL AT NCS INSTITUTE OF SCIENCES-CAPITAL CAMPUS, ISLAMABAD AND APPOINTMENT OF QEC STAFF

REVISED

1. In compliance with the SZABMU Registrar office Notification No. F-1/Reg/SZABMU/2023/5907, dated 27th December 2023, and in continuation of this office notification ref No. NCS-ISB/123/2023, dated 29 December 2023, the management of NCS Institute of Sciences, Islamabad is pleased to declare the NCS Institute of Sciences Secretariat as permanent QEC office of NCS Institute of Sciences, Islamabad. Routine activities related to QEC shall be executed through this office.
2. Furthermore, the following staff is hereby appointed for the QEC office.

QEC TEAM MEMBERS

Name	QEC Designation	Cell No.	Email
Mr. Shafaat ullah	Head QEC	03409054566	qec.ncs@gmail.com
Mr. Sadoor Ahmad	QEC Focal Person for SZABMU	03108885923	itoffice.isb@ncs.edu.pk
Mr. Zeeshan Ilyas	QEC Office Assistant	03350343433	Zeeri53@gmail.com

3. Details of the IT personnel/QEC Focal Person for SZABMU, Islamabad;

Name	Mr. Sadoor Ahmad
Designation	IT Manager
Phone No.	03108885923
Email (official)	qec.ncs@gmail.com
Email (Alternate)	itoffice.isb@ncs.edu.pk
Address	NCS Institute of Sciences-Capital campus, Sari Chowk, Simly Dam Road, Bara Kahu, Islamabad

**DIRECTOR CAMPUS
NCS IS, ISLAMABAD**

DISTRIBUTION:

- All concerned

COPY FOR INFO TO:

- Chief Executive, NCS IS, Islamabad
- Registrar office, SZABMU, Islamabad.
- All Programme Heads, NCS IS, Islamabad
- Office copy