



# IFES Intranet Portal Overview

DEVELOPED BY

SYED SANA UL HAQ FAZLI

WEB DEVELOPER / PROGRAMMER IFES

# Main Features of Intranet MIS


## ▶ HR Management System

- ▶ Leave Management System
- ▶ Personal Information
- ▶ Work History
- ▶ Contact Manager
- ▶ Meeting Manager
- ▶ User Manager
- ▶ Staff Benefits
- ▶ Leave Policies
- ▶ Holiday Schedule
- ▶ Employee Manual


## ▶ Security Information

- ▶ Emergency Contact Tree
- ▶ Guards List
- ▶ Staff Info
- ▶ Event Calendars
- ▶ Monthly Kitchen Menu
- ▶ Document Manager
- ▶ Latest News (Geo & BBC)
- ▶ Currency Converter (Google)

# MIS Dashboard



Welcome to IFES Intranet Portal  
Personnel Information Management System



5 VAL  
View Detail  
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### Leave Record

Leave Type	Total	Used	Available
Sick	24.88 day(s)	15.00 day(s)	9.88 day(s)
Casual	10.00 day(s)	9.88 day(s)	0.12 day(s)
Annual	21.37 day(s)	14.83 day(s)	6.54 day(s)

### Staff Leave Calendar

December 2015

« Prev      Next »

Mon	Tue	Wed	Thu	Fri	Sat	Sun	
30	1 • Between Riffat Abbasi LWP (43.00 day) • Muhammad Nisar Khan AL (2.00 day) • Asif ur Rehman BL (2.00 day) • Shania Ashiq SL (2.00 day) • Hakeem Maith SL (1.00 day)	2 Tajib Aqeel CL (1.00 day) Syed Mustajab Hameed AL (1.00 day) Saadia Mumtaz CL (0.75 day) Syed Faiz SL (1.00 day)	3 Zafer Ahmad SL (2.00 day) Muhammad Nisar Khan AL (3.00 day) Pervaiz Sadiq SL (2.00 day) Kulsoom Akhter Marj AL (3.00 day) Saadia Mumtaz CL (1.00 day) Tajib Aqeel SL (1.00 day)	4 Imran Ali Ghumro AL (1.00 day) Nadia Fakhar AL (1.00 day) Shahin Farooq CL (0.50 day) Sohail Humayun Malik CL (1.00 day) Syed Faiz SL (1.00 day)	5	6	
31	7 • Between Riffat Abbasi LWP (43.00 day) • Syed Hassan Pasha AL (3.00 day) • Muhammad Khawaja Aashir Farooq CL (1.00 day) • Syed Ali Ghumro SL (1.00 day)	8 Ejaz Ahmed AL (2.00 day) David Stephen CL (4.00 day) Syed Faiz SL (2.00 day) Shumaila Rehaz SL (1.00 day) Farzana Kathleen CL (1.00 day) Ejaz Ahmed SL (1.00 day) Nadeem Ahmed CL (0.50 day)	9 Syed Faiz SL (2.00 day)	10 Farzana Kathleen CL (1.00 day) Ejaz Ahmed SL (1.00 day) Nadeem Ahmed CL (0.50 day)	11	12	13
31	14 • Between Riffat Abbasi LWP (43.00 day) • David Stephen CL (4.00 day) • Muhammad Aslam Brohi CL (4.00 day) • Farhan Frederick AL (4.00 day) • Muhammad Anwar CL (2.00 day) • Shania Ashiq SL (2.00 day) • Kulsoom Akhter Marj AL (3.00 day)	15 Sohail Humayun Malik SL (1.00 day) Nadeem Ahmed CL (0.50 day) Syed Mustajab Hameed AL (1.00 day)	16 Muhammad Imran Latif CL (1.00 day) Ejaz Ahmed SL (1.00 day) Syed Faiz SL (1.00 day)	17 Syed Faiz SL (1.00 day)	18	19	20

### News Clippings

Ceo News (Pak.)

News Date: 29-12-2015

- AIS attack: four terrorists executed in Kohat Jail
- Zardari opts for political, not legal, fight on Mangera issue
- Suspected Qashqari terrorists arrested from Sindh, Gujranwala
- KP gov't's ban on VSP protocol an eyewash
- Suicide bombing at NADRA office in Mandan Khw at least 15
- Scuffle between Maulana Shamsi and Sahir Ashraf during CS session

News Date: 28-12-2015

- PCS vows zero tolerance as 'Sardar Shah' appears before medical panel
- Army Chief links Pakistan's success to investment in future generations

[More](#)

### Staff on Leave Today!

- Farheen Riffat Abbasi
- Nadia Fakhar
- Zafer Ahmad
- Syed Mustajab Hameed
- Muhammad Saleem Akhtar
- Muhammad Nazwar Khan
- Muhammad Gul Feroze
- Imran Ali Ghumro
- Javed Bashir Chohan
- Pervaiz Sadiq
- Farhan Frederick
- Ejaz Ahmed
- Imran Khan
- Syed Faiz

### Today's Kitchen Menu

Tuesday, 22 December, 2015  
Red Beans with Fried Rice, Raita & Salad

[View All](#)

# Leave Request Form

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Reports

Leave Request Form

Employee

Syed.Fazli

Designation \*

Web Developer / Programmer

Location \*

Islamabad

Reason for Leave

Leave Type \*

--Select Leave Type--

Leave From \*

22

Dec

2015

Leave To \*

22

Dec

2015

Total Hours \*

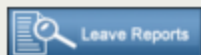
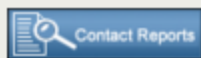
8

Submit

Leave Record

Leave Type ▲	Total	Used	Available
Sick	24.66 day(s)	15.00 day(s)	9.66 day(s)
Casual	10.00 day(s)	9.88 day(s)	0.12 day(s)
Annual	21.37 day(s)	14.63 day(s)	6.74 day(s)

# Submitted Leave Request

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## Personal Leave Request

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## Submitted Leave Request

Withdraw	Submission Date	Name	Location	Designation	Reason for Leave	leave Type	Leave From	Leave To	Total Days	Total Hours	Recommended by Supervisor	Approved by Management	edited by HR	Pr
Cannot Withdraw	29/12/2015	Syed Fazil	Islamabad	Web Developer / Programmer	Annual	Annual	28/12/2015	28/12/2015	1.00	8.00	Yes	Yes	No	Ca Pr
Cannot Withdraw	22/12/2015	Syed Fazil	Islamabad	Web Developer / Programmer	Sick	Sick	23/12/2015	23/12/2015	1.00	8.00	Yes	Yes	No	Ca Pr
Cannot Withdraw	22/12/2015	Syed Fazil	Islamabad	Web Developer / Programmer	test	Sick	22/12/2015	22/12/2015	1.00	8.00	Yes	Yes	No	Ca Pr
Cannot Withdraw	14/12/2015	Syed Fazil	Islamabad	Web Developer / Programmer	Sick	Sick	10/12/2015	11/12/2015	2.00	16.00	Yes	Yes	No	Ca Pr
Cannot Withdraw	04/12/2015	Syed Fazil	Islamabad	Web Developer / Programmer	Sick	Sick	04/12/2015	04/12/2015	1.00	8.00	Yes	Yes	No	Ca Pr
Cannot Withdraw	02/12/2015	Syed Fazil	Islamabad	Web Developer / Programmer	Sick	Sick	02/12/2015	02/12/2015	1.00	8.00	Yes	Yes	No	Ca Pr
Cannot Withdraw	25/11/2015	Syed Fazil	Islamabad	Web Developer / Programmer	Sick	Sick	24/11/2015	24/11/2015	1.00	8.00	Yes	Yes	No	Ca Pr

## Leave Record

Leave Type	Total	Used	Available
Sick	24.66 day(s)	15.00 day(s)	9.66 day(s)
Casual	10.00 day(s)	9.88 day(s)	0.12 day(s)
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# Staff Leave Calendar

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Staff Benefits

- Eid Allowances
- Insurance

Staff Leave Calendar

« Prev

December 2015

Next »

	Mon	Tue	Wed	Thu	Fri	Sat	Sun
49	30	1 « Farheen Riffat Abbasi LWP (43.00 day) « Muhammad Nisar Khan BL (3.0 day) Asad ur Rehman BL (2.00 day) Shania Ashiq SL (2.00 day) Rooke Masih SL (1.00 day)	2 Zafar Ahmad SL (2.00 day) Muhammad Nisar Khan AL (3.00 day) Pervailz Sadiq SL (2.00 day) Kulsoom Akhtar Meraj AL (3.00 day) Talib Aqeel CL (1.00 day) Syed Mustajab Haseen AL (1.00 day) Saadia Mumtaz CL (0.76 day) Syed Fazli SL (1.00 day)	3 Saadia Mumtaz CL (1.00 day) Talib Aqeel SL (1.00 day)	4 Ikram Ali Ghumro AL (1.00 day) Nadia Farooq AL (1.00 day) Shama Farooq CL (0.60 day) Sohail Humayun Malik CL (1.00 day) Syed Fazli SL (1.00 day)	5	6
50	7	8 « Farheen Riffat Abbasi LWP (43.00 day) Syed Hassan Pasha AL (3.00 day) « Muhammad Farooq CL (1.00 day) Khalid Waheed CL (1.00 day) Ikram Ali Ghumro SL (1.00 day)	9 Ejaz Ahmed AL (2.00 day) David Stephen CL (4.00 day) Syed Fazli SL (2.00 day)	10 Shumaila Ishaq SL (1.00 day)	11 Farzana Kathreen CL (1.00 day) Ejaz Ahmed SL (1.00 day) Nadeem Ahmed CL (0.60 day)	12	13
51	14 « Farheen Riffat Abbasi LWP (43.00 day) « David Stephi Muhammad Aslam Brohi CL (4.00 day) « Ferhan Frederick AL (4.00 day) Muhammad Anwar CL (2.00 day) Shania Ashiq SL (2.00 day) Kulsoom Akhtar Mera SL (1.00 day) Saadia Mumtaz CL (0.60 day)	15 Zafar Ahmad CL (3.00 day) Sohail Humayun Malik SL (1.00 day) Syed Mustajab Haseen SL (1.00 day) Muhammad Nazeer Khan CL (1.00 day) Muhammad Irfan Latif CL (0.60 day) Shamraiz Akhtar Shatt SL (1.00 day)	16	17 Isaac F Gulzar CL (1.00 day) Ejaz Ahmed SL (1.00 day)	18 Muhammad Irfan Latif CL (2.00 day) Muhammad Aslam Brohi SL (1.00 day) Rooke Masih SL (1.00 day)	19	20
52	21 « Farheen Riffat Abbasi LWP (43.00 day) Nadia Fakhar AL (7.00 day) Zafar Ahmad CL (3.00 day) Muhammad Saleem Akhtar AL (3.00 day) Isaac F Gulzar CL (3.00 day) Muhammad Gul Pervailz CL (3.00 day) Pervailz Sadiq CL (3.00 day) Javed Bashir Chohan CL (3.00 day) Ferhan Frederick SL (3.00 day)	22	23	24	25	26	27

News Date: 29-12-2015

- APS attack: four terrorists executed in Kohat Jail
- Zardari opts for political, not legal, fight on Rangers issue
- Suspected Daesh terrorists arrested from Sialkot, Gujranwala
- KP govt's ban on VIP protocol an eyewash
- Suicide bombing at NADRA office in Mardan kills at least 18
- Scuffle between Maulana Shirani and Tahir Ashrafi during CII session

News Date: 28-12-2015

- PCB vows zero tolerance as Yasir Shah appears before medical panel
- Army Chief links Pakistans success to investment in future generations

More

Staff on Leave Today!

Documents

Search for a document

Search

- Select -

Advanced Search

Currency Converter

US \$

Pak Rs.

More Convertors

Who's online

There is currently 1 user online.

- Syed.Fazli

# Leave Report

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Leave Report

Leave Type  
--Select Leave Type--

Leave From  
-Day -Month -Year

Leave To  
-Day -Month -Year

Generate Report

[Printer-friendly version](#)

Leave Type	Reason for Leave	Start Date	End Date	Duration		Supervisor Recommended/Comments	Management Approval/Comments	Print
Annual	Annual	28-Dec, 2015	28-Dec, 2015	Days	Hours	Bilal Alam	Shabir.Ahmed	Printable Version
				1.00	8.00			
Sick	Sick	23-Dec, 2015	23-Dec, 2015	Days	Hours	Bilal Alam	Shabir.Ahmed	Printable Version
				1.00	8.00			
Sick	test	22-Dec, 2015	22-Dec, 2015	Days	Hours	Bilal Alam	Shabir.Ahmed	Printable Version
				1.00	8.00			
Sick	Sick	10-Dec, 2015	11-Dec, 2015	Days	Hours	Bilal Alam	Shabir.Ahmed	Printable Version
				2.00	16.00			
Sick	Sick	04-Dec, 2015	04-Dec, 2015	Days	Hours	Bilal Alam	Shabir.Ahmed	Printable Version
				1.00	8.00			
Sick	Sick	02-Dec, 2015	02-Dec, 2015	Days	Hours	Bilal Alam	Shabir.Ahmed	Printable Version
				1.00	8.00			
Sick	Sick	24-Nov, 2015	24-Nov, 2015	Days	Hours	Bilal Alam	Ole.Holtved	Printable Version
				1.00	8.00			
Annual	Have to buy a car for my sister	12-Nov, 2015	12-Nov, 2015	Days	Hours	Bilal Alam	Ole.Holtved	Printable Version
				1.00	8.00			
Sick	Sick	30-Oct, 2015	30-Oct, 2015	Days	Hours	Bilal Alam	Ole.Holtved	Printable Version
				1.00	8.00			
Sick	Sick	06-Oct, 2015	06-Oct, 2015	Days	Hours	Bilal Alam	Ole.Holtved	Printable Version
				1.00	8.00			
Sick	Sick	28-Sep, 2015	28-Sep, 2015	Days	Hours	Bilal Alam	Ole.Holtved	Printable Version
				1.00	8.00			
Sick	Sick	10-Sep, 2015	10-Sep, 2015	Days	Hours	Bilal Alam	Ole.Holtved	Printable Version
				1.00	8.00			



# Leave Request Form (Printable Version)

## Print

Total: **1 sheet of paper**

Print

Cancel

Destination



Microsoft Print to PDF

Change...

Pages

☒ All

☐ e.g. 1-5, 8, 11-13

Layout

Portrait

Color

Color

Options

☐ Simplify page

+ More settings

Print using system dialog... (Ctrl+Shift+P)

12/22/2015

acquia-drupal.d118083/printleavepreview/155992



## Leave Request Form

[Printable Version](#)

### Leave Information

Employee: Syed Fazli Designation: Web Developer / Programmer Location: Islamabad

Reason for Leave: Annual Leave Type: Annual

From/On: 28/12/2015 To: 28/12/2015 Total Days/Hours: ( 1.00(D) / 8.00(H) )

Syed Fazli 29/12/2015  
Employee Signature Date

### Supervisor Recommendation

☒ Recommended  
☐ Not Recommended

### Management Approval

☒ Approved  
☐ Not Approved

Comment:

Rital Alam  
Supervisor's Name

Shabir Ahmed  
Manager's Name

Rital Alam  
Supervisor's Signature

Shabir Ahmed  
Country Director/Deputy Country Director

Date: 29/12/2015

Date: 29/12/2015

### Leave Record

	Total (Days)	Used (Days)	Available (Days)
Sick	24.66	14.00	10.66
Annual	21.37	14.63	6.74
Casual	10.00	9.88	0.12



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Subordinates Leave App. Status

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Task for Approvals

Staff / Sub. Leave Request

Staff Leave Report

Subordinates Leave Report

Staff Leave Balance

Staff Leave Balance

Employee Name

--Select Employee--

Leave Year

--Select Year--

Generate Report

Full Name	Leave Year	Sick			Annual			Casual		
		Total	Used	Available	Total	Used	Available	Total	Used	Available
Abdul Malik	2014	25.33	1.00	24.33	27.97	6.00	21.97	10.00	6.00	4.00
Abdul Malik	2015	24.66	1.00	23.66	26.96	0.00	26.96	10.00	10.00	0.00
Akhbar Zaman	2014	25.33	6.00	19.33	29.17	3.00	26.17	10.00	1.00	9.00
Akhbar Zaman	2015	24.66	1.00	23.66	26.96	1.00	25.96	10.00	7.00	3.00
Asif ur Rehman	2014	25.33	0.00	25.33	29.17	4.00	25.17	10.00	1.00	9.00
Asif ur Rehman	2015	24.66	0.00	24.66	26.96	4.00	22.96	10.00	10.00	0.00
Bilal Alam	2014	25.33	1.00	24.33	29.17	4.00	25.17	10.00	3.81	6.19
Bilal Alam	2015	24.66	4.50	20.16	26.96	12.50	14.46	10.00	9.00	1.00
David Stephen	2014	25.33	5.00	20.33	29.17	5.00	24.17	10.00	5.00	5.00
David Stephen	2015	24.66	8.50	16.16	26.96	0.00	26.96	10.00	9.44	0.56
Epar Ahmed	2014	25.33	6.00	19.33	29.17	5.00	24.17	10.00	8.00	2.00
Epar Ahmed	2015	24.66	19.63	5.03	26.96	12.00	14.96	10.00	10.00	0.00
Farheen Riffat Abbasi	2014	14.77	10.00	4.77	25.93	16.00	9.93	10.00	2.00	8.00
Farheen Riffat Abbasi	2015	16.10	15.00	1.10	19.58	17.00	2.58	10.00	9.50	0.50
Farzana Khatun	2014	21.60	11.25	10.35	29.17	10.00	19.17	10.00	2.00	8.00

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Staff Info

Syed.Fazli

View

Edit



**Name of Employee:** Syed Sana Ul Haq Fazli  
**nlo:** Fazli  
**CNIC / Passport:** 17301-1569873-7  
**Designation:** Web Developer / Programmer  
**Gender:** Male  
**Staff Type:** Local  
**Joining Date:** 01/08/2013  
**Date of Birth:** 29/11/1978  
**Marital Status:** Married  
**Home Address:**  
House # 100 Street # 3 Sector 2 APhS Rawalpindi

**Cell 1:** 0333-9141680  
**Landline:**  
051-5954946  
**Email1:** sfazli@ipes.org  
**Email2:** syedfazli@hotmail.com  
**Skype:** syedfazli  
**Is a Person:**  
Yes  
**On Staff List:**  
Yes  
**On ext. list:**  
Yes  
**On guard list:**  
Yes  
**Family Members:**

Name	Relationship	Date of Birth (M/D/Y)	CNIC No
Syed Nade Sana	Spouse	1/1/1979	1/301-1103/42-6
Syed Muhammad Omar	Son	7/1/2004	
Syeda Daniya Haq	Daughter	8/29/2005	
Syeda Farha Haq	Daughter	2/5/2010	
Syed Muhammad Ismail	Son	3/9/2013	

**Emergency Contacts:**

Contact Person	Relationship	Contact No.
Syeda Nade Sana	Spouse	0333-9141680

# Employees Work History

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Subordinates Leave Report

Subordinates Leave Balance

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Work History List

Employee Name	Supervisor Name	Joining Date	Ending Date	Designation	Project	Department	Staff type	Working?	Edit	Del
Abdul Malik	Kulsoom Akhtiar Minaj	28-01-2013	31-12-2015	Provincial Training Officer, Balochistan	Support for Electoral Reforms in Pakistan	Program	PTO	Yes	<a href="#">edit</a>	<a href="#">del</a>
Akhtiar Zaman	Khumam Niaz	01-04-2012	31-12-2015	Driver	Support for Electoral Reforms in Pakistan	Support	Local	Yes	<a href="#">edit</a>	<a href="#">del</a>
Asif ur Rehman	Khumam Niaz	16-05-2012	31-12-2015	Driver	Support for Electoral Reforms in Pakistan	Program	Local	Yes	<a href="#">edit</a>	<a href="#">del</a>
Bilal Alam	Shabir Ahmed	01-04-2012	30-06-2016	Senior HR & Admin Officer	Support for Electoral Reforms in Pakistan	Support	Local	Yes	<a href="#">edit</a>	<a href="#">del</a>
David Stephen	Bilal Alam	01-04-2012	31-12-2015	Cook	Support for Electoral Reforms in Pakistan	Program	Local	Yes	<a href="#">edit</a>	<a href="#">del</a>
Ejaz Ahmed	Shabir Ahmed	01-04-2012	29-02-2016	Senior Electoral Reform Officer	Support for Electoral Reforms in Pakistan	Program	Local	Yes	<a href="#">edit</a>	<a href="#">del</a>
Fariheen Nifal Abbasi	Kulsoom Akhtiar Minaj	01-04-2012	31-12-2015	Training Associate	Support for Electoral Reforms in Pakistan	Program	Local	Yes	<a href="#">edit</a>	<a href="#">del</a>
Farzana Kuthween	Fariheen Fradenick	01-05-2012	31-12-2015	Finance Assistant	Support for Electoral Reforms in Pakistan	Support	Local	Yes	<a href="#">edit</a>	<a href="#">del</a>

# Meeting Manager

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## Meeting Manager

[Add New](#)

Meeting Title	Meeting Room	Reserved By	Meeting Schedule	Meeting Timming	Duration (hrs/day)	Edit	Delete
Job refresher training for Al-Zarar guard	Lunch Room Back Building	Sohail.Humayun.Malik	Wednesday, December 9, 2015	10:00am - 5:45pm	7.75	<a href="#">edit</a>	<a href="#">delete</a>
SERP steering committee meeting	Conference Room	Shama.Farooq	Tuesday, December 8, 2015	3:30pm - 5:00pm	1.5	<a href="#">edit</a>	<a href="#">delete</a>
Team16	Conference Room	Ole.Holtved	Monday, December 7, 2015	4:00pm - 5:30pm	1.5	<a href="#">edit</a>	<a href="#">delete</a>
Staff training on creating profile for online job applications	Conference Room	Bilal.Alam	Thursday, December 3, 2015	3:00pm - 5:30pm	2.5	<a href="#">edit</a>	<a href="#">delete</a>
Security Meeting	Conference Room	Sohail.Humayun.Malik	Tuesday, December 1, 2015	2:00pm - 3:00pm	1	<a href="#">edit</a>	<a href="#">delete</a>
Orientation/training of project team	Conference Room	Khurram.Badar.Alam	Tuesday, November 17, 2015	10:30am - 1:00pm	2.5	<a href="#">edit</a>	<a href="#">delete</a>
SERP steering committee meeting	Conference Room	Ole.Holtved	Tuesday, November 10, 2015	3:00pm - 5:00pm	2	<a href="#">edit</a>	<a href="#">delete</a>
Safe Heaven drill/training	Conference Room	Sohail.Humayun.Malik	Friday, November 6, 2015	3:00pm - 4:00pm	1	<a href="#">edit</a>	<a href="#">delete</a>
Actions on Kidnapping	Conference Room	Sohail.Humayun.Malik	Thursday, November 5, 2015	3:00pm - 4:00pm	1	<a href="#">edit</a>	<a href="#">delete</a>
Personal Security (Urdu Session)	Conference Room	Sohail.Humayun.Malik	Wednesday, November 4, 2015	3:00pm - 4:00pm	1	<a href="#">edit</a>	<a href="#">delete</a>

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	Full name	First Name	Middle Name	Last Name	Organization/ Company	Designation	Email Address	Land Line	Cell Phone	Fax Number	Address	City/Station	Province	ESG or EPIC
<a href="#">Detail</a>	Sufaid Khan	Sufaid		Khan		PHUDAI Landlord		0337-999124						
<a href="#">Detail</a>	Muneeb Rehman	Muneeb		Rehman		Volunteer							Special Talent Exchange Program (STEP)	
<a href="#">Detail</a>	Muram Khan	Muram		Khan										
<a href="#">Detail</a>	Saba Sherif	Saba		Sherif		US Embassy	SabaS@state.gov							
<a href="#">Detail</a>	Mervat Samad	Mervat		Samad	"Strengthening Democracy through Parliamentary Development in Pakistan (SD/DP)"	National Project Manager		951-951-137			90 Lugman Haqem Road, Opposite GLO Building, G-6/3, Islamabad	Islamabad		
<a href="#">Detail</a>	N/A				2 Square (Promotional Products and IT solutions)			2803185-8081075		2803185				
<a href="#">Detail</a>	Mr. Aif Hani	Aif		Hani	3M Solution			051-222 74212	333-5788899		B-3, Gulistan Khan House, Fard-e-Haq Road, Blue Area Islamabad	Islamabad		
<a href="#">Detail</a>	Aif Hani				A 3 Solution			2274212	0333-5115295, 0321-8558554		Office: B-3, Gulistan Khan House, Fard-e-Haq Road, Blue Area, Islamabad	Islamabad		
<a href="#">Detail</a>	Sumaira Batg	Sumaira		Batg	A Star Association		sumaira_batg@hotmail.com		0334-8953383			Abbottabad		
<a href="#">Detail</a>	Sumaira Batg	Sumaira		Batg	A Star Association		sumaira_batg@hotmail.com		0334-8953383			Abbottabad		
<a href="#">Detail</a>	N/A				A.P. Ferguson			2273457-60				Islamabad		

# Emergency Contact Tree

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Subordinate Leave Request

- Subordinates Leave Request
- Subordinates Leave App. Status
- Subordinates Leave Report
- Subordinates Leave Balance

Emergency Contact Tree

Excel | CSV | DOC

Ward Number:: 0

Name of Employee	Extension	Mobile	Alternate Phone no.	Home Address	Edit link
Sohail Humayun Malik	104	0308-505 3136	051-5122010	House No: 53 - C/4; Main Tulsa Road; Rawalpindi	edit

Ward Number:: 1

Name of Employee	Extension	Mobile	Alternate Phone no.	Home Address	Edit link
Ole Holtved	102	0305-5058908		Pakistan House # 2-A, Street # 18, F-7/2, Islamabad, Pakistan Denmark C/O Eva Holtved Tyge Rothesved 6DK-5230 Odense Denmark	edit
Pavel Cabacenco	109	0300-8562367			edit

Ward Number:: 2

Name of Employee	Extension	Mobile	Alternate Phone no.	Home Address	Edit link
Shabir Ahmed	111	0300-5109520	051-4440698	House No 1851, St No 24, I-10/2, Islamabad	edit
Saadia Mumtaz	108	0302-8500012		Apartment No: 311, Executive Suits, F-11 Markaz, Islamabad	edit
Ejaz Ahmed	110	0333-521 8542	051-4861930	House No 89, St No 96, I-8/4, Islamabad	edit
Nadia Fakhar	110	0341-5332298		House # 386; Street # 14; G-10/2; Islamabad	edit
Khurram Badar Alam	107	0300-610 7587		House No: 486, Street 17,Shahzad Town, Islamabad	edit
Khalid Waheed	114	0300-5620813	0992-337856	House No: 444, Upper Malikpura Abbottabad.	edit

Ward Number:: 3

Name of Employee	Extension	Mobile	Alternate Phone no.	Home Address	Edit link
Ferhan Frederick	106	0306-515 8149	051-5892222	House No: KH 825, Al Maroof Street, Shalay Valley, Range Road, Rawalpindi Cantt	edit
Khurram Naz	123	0300 956 3855	051-5580518	House No 6, C.O.D. Road, Dheri Hassan Abad, Rawalpindi	edit
Sunil Moses	113	0321 527 3819	051-5519486	Street No 4; Mohallah Sheikhani; C.O.D Road; Dheri Hassan Abad; Rawalpindi	edit
Miskhar Ahmed	123	0300-8362348		House No. 314, Khan Pur House, Near Forward School Madina Town, Shamsabad; Rawalpindi District Punch, Sub Division Abbas Pur, Village Bangwal Chattrah, Kashmir	edit
Muhammad Irfan Latif	118	0345 524 3687		House No 792-B, St No 02, Near Affandi Colony Sadiqabad, Rawalpindi	edit

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Subordinate Leave Request

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Finance Reports

Personnel List



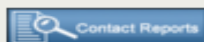
 Ola Ext.: 102	 Shabir Ext.: 111	 Qazi Saleem Ext.: 115	 Ejaz Ext.: 110
 Pavel Ext.: 109	 Kulsoom Ext.: 135	 Ferhan Ext.: 106	 Sohail Ext.: 104
 Bilal Ext.: 117	 Nisar Ext.: 105	 Khuram N. Ext.: 123	 Khalid Ext.: 114
 Ikram Ext.: 133	 Zafar Ext.:	 Saadia Ext.: 108	 Cherokee Ext.: 120
 Khuram B. Ext.: 107	 Shama Ext.: 130	 Aslam Brohi Ext.:	 Sadia B. Ext.:
 Shakafia Ext.:	 Aadi Ext.:	 Abram Ext.:	 Anwar Ext.:



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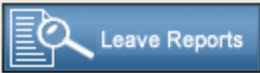
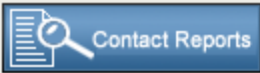
## Staff Information



ID#	Name of Employee	Designation	CNIC / Passport
1	Abdul Malik	Provincial Training Officer, Balochistan	54400-0513431-5
2	Akhtar Zaman	Driver	61101-1903811-7
3	Asil ur Rehman	Driver	14201-2684369-7
4	Bilal Alam	Senior HR & Admin Officer	17301-1604059-1
5	David Stephen	Cook	61101-7527641-7
6	Ejaz Ahmed	Senior Electoral Reform Officer	61101-8632885-5
7	Farheen Riffat Abbasi	Training Associate	37405-1042957-8
8	Farzana Kathreen	Finance Assistant	61101-1379262-2
9	Ferhan Frederick	Finance & Grants Manager	37405-0604516-7
10	hr	none	
11	Ifkhar Ahmed	Facilities Associate	61101-0184288-1
12	Ikram Ali Ghumro	Training Officer	37405-7583692-3
13	Imran Khan	Bearer & Cook	61101-6744953-7
14	Issac Fazal Gulzar	Driver	61101-5825361-5
15	Javed Bashir Chohan	Facilities Support Staff	61101-1757563-7
16	Kashif Fayyaz	Bearer /Cleaner	42301-2297964-1
17	Khalid Waheed	Project Officer EDR & Pol.Fin	13101-9449516-3
18	Khwaja Aadil Farooq	Provincial Training Officer, KPK	37405-2439754-9
19	Khuram Badar Alam	Project Officer Voter Education	61101-9368566-1
20	Khuram Naz	Senior Procurement & Logistics Officer	37405-5617303-5
21	Kulsoom Akhtar Meraj	Senior Training Specialist	35202-2515887-2
22	Mariah Ahmad Arif	Project Associate - Legal & Electoral	37405-3195042-4
23	Muhammad Anwar	Provincial Training Officer, Balochistan	54400-0344361-9
24	Muhammad Aslam Brohi	Provincial Training Officer, Sindh	42301-7461234-7
25	Muhammad Gul Pervaiz	Driver	37405-2581949-3
26	Muhammad Ibrar	Driver	13101-0970736-3
27	Muhammad Inan Latif	Administrative Associate	37405-5110624-3
28	Muhammad Nazeer Khan	Driver	61101-0949910-1
29	Muhammad Nisar Khan	Senior Operations Officer	17301-8041091-5
30	Nadeem Ahmed	Cleaner	61101-0480026-1
31	Nadeem Masih	Cook IFES House	61101-0166529-5
32	Nadia Fakhar	Project Associate Election Technologies	37405-2274815-0
33	Ole Holtved	Country Director	204136090
34	Pavel Cabacenco	Election Management Specialist	051585943
35	Pervaiz Sadiq	Cleaner	37405-4372478-7
36	Qazi Muhammad Saleem Akhtar	Senior Electoral & Legal Advisor	37401-1594753-3

# Events Calendar

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## Event Calendar

Submitted by [admin](#) on Fri, 14/03/2014 - 15:54

### Events Calendar

Today ◀ ▶ February 2015 ▼

Print Week Month Agenda ▼

Mon	Tue	Wed	Thu	Fri	Sat	Sun
26 14:00 SERP steering co	27	28	29 Training on the Conduct of Senate Election-Islamabad	30	31	1 Feb
2 Training on the Conduct of Senate Election-Karachi Capacity building program for ECP staff- 2-	3	4	5	6	7	8
9 IT Training for Data entry operators-Balochistan Capacity building program for ECP staff- 2-	10	11 Capacity building IT Training for (8-16 grade officials)-Sindh	12	13	14	15
16 ECP Staff Grade 8-16 Course-B Training at Peshawar-KPK Capacity building program for ECP staff- 2-	17	18 <a href="#">+1 more</a>	19 <a href="#">+1 more</a>	20 <a href="#">+2 more</a>	21	22
23 IT Training for Data entry operators-Sindh	24	25	26	27	28	1 Mar

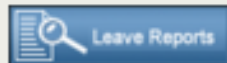
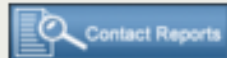
Events shown in time zone: Karachi



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## Personal Leave Request

## Kitchen Menu Calendar



December 2015

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Mon	Tue	Wed	Thu	Fri	Sat	Sun
30	1	2	3	4	5	6
	Daal Chana, Butter Rice, Raita & Salad	Chicken Haleem, Rogni Nan, Raita & Salad	Mix Vegetables, Nan/Roti, Raita & Salad	Beef Biryani, Raita, Salad & Apple Pie		
7	8	9	10	11	12	13
Chicken Karahi, Nan/Roti, Raita & Salad	Mach Lentils, Nan/Roti, Raita & Salad	Mince Meat with Potatoes, Nan/Roti, Raita & Salad	Capcicum with Potatoes, Nan/Roti, Raita & Salad	Chicken Biryani, Raita, Salad & Fruit Salad		
14	15	16	17	18	19	20
Aohar Gocht, Nan/Roti, Raita & Salad		Turnip Bhujia, Cutlets, Nan/Roti Raita & Salad	Vegetable Pulao, Raita & Salad	BBQ Chicken, Chloek Peas Salad, Raita, Salad & Carrot Halwa		
21	22	23	24	25	26	27
Beef Do Pizza, Nan/Raita, Raita & Salad	Red Beans with Fried Rice, Raita & Salad	Creamy Chicken, Nan/Roti, Raita & Salad	Official Holiday	Official Holiday		
28	29	30	31	1	2	3
Beef Nehari, Roghni Nan, Raita & Salad	Murgh Chana, Nan/Roti, Raita & Salad	Curry Pakora, Nan/Roti, Raita & Salad	Chicken Manchurian with Chinese Rice, Salad			

Special

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HR	<a href="#">Leave Request Form</a>	IFES HR	2014	Leave Request Form, Leave Form	<a href="#">Download</a>
HR	<a href="#">Communication Allowances</a>	IFES HR	2013	Communication Allowances, Allowances, Communication, Benefits	<a href="#">Download</a>
HR	<a href="#">Medical Claim Form</a>	IFES HR	2013	Medical Claim Form, Claim Form, Medical	<a href="#">Download</a>
HR	<a href="#">Travel Request Form</a>	IFES HR	2014	Travel Request Form, Travel Request	<a href="#">Download</a>
Communication	<a href="#">Archive Room Management</a>	IFES Communication	2014	Archive Room Management, Room Management, Archive	<a href="#">Download</a>
Communication	<a href="#">Quality Assurance of IFES Products</a>	IFES Communication	2014	Quality Assurance, IFES Products	<a href="#">Download</a>
Communication	<a href="#">Product Design Process Chart</a>	IFES Communication	2014	Product Design Process Chart, Chart, Product Design, Product Design Process	<a href="#">Download</a>
Communication	<a href="#">Translation Req and Qty Assurance of Translated Material Template</a>	IFES Communication	2014	Translation Req and Qty Assurance of Translated Material Template, Translation Request, Auality Assurance, Template	<a href="#">Download</a>
Communication	<a href="#">Graphic Design Formatting and Proofreading Template</a>	IFES Communication	2014	Graphic Design Formatting and Proofreading Template,Graphic Design Formatting, Proofreading Template	<a href="#">Download</a>
Communication	<a href="#">Printing Request and Dispatch Sheet Template</a>	IFES Communication	2014	Printing Request and Dispatch Sheet Template, Printing Request, Dispatch Sheet Template	<a href="#">Download</a>
Communication	<a href="#">Publication Quality Assurance Checklist template</a>	IFES Communication	2014	Publication Quality Assurance Checklist template, Publication Quality Assurance	<a href="#">Download</a>
Communication	<a href="#">EU Logical Framework SERP</a>	IFES M&E	2014	EU Logical Framework SERP,SERP,EU Logical Framework	<a href="#">Download</a>
Communication	<a href="#">SERP Logframe DFID</a>	IFES M&E	2014	SERP Logframe DFID,SERP,SERP Logframe,DFID	<a href="#">Download</a>
Communication	<a href="#">SERP Quarterly Report 2012-04-01 to 2012-06-30 Final</a>	IFES Communication	2012	SERP Quarterly Report 2012-04-01 to 2012-06-30 Final	<a href="#">Download</a>
Communication	<a href="#">SERP Quarterly Report 2012-07-01 to 2012-09-30</a>	IFES Communication	2012	SERP Quarterly Report 2012-07-01 to 2012-09-30	<a href="#">Download</a>
Communication	<a href="#">IFES-PK-SERP Annual Report 2012 2013-01-16</a>	IFES Communication	2012	IFES-PK-SERP Annual Report 2012 2013-01-16	<a href="#">Download</a>
Communication	<a href="#">Quarterly Report 2013-01-01 to 2013-03-31</a>	IFES Communication	2013	Quarterly Report 2013-01-01 to 2013-03-31	<a href="#">Download</a>
Communication	<a href="#">Quarterly Report 2013-04-01 to 2013-06-30</a>	IFES Communication	2013	Quarterly Report 2013-04-01 to 2013-06-30	<a href="#">Download</a>

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- Zardari opts for political, not legal, fight on Rangers issue
- Suspected Daesh terrorists arrested from Sialkot, Gujranwala
- KP govt's ban on VIP protocol an eyewash
- Suicide bombing at NADRA office in Mardan kills at least 18
- Scuffle between Maulana Shirani and Tahir Ashrafi during CII session

News Date: 28-12-2015

- PCB vows zero tolerance as Yasir Shah appears before medical panel
- Army Chief links Pakistans success to investment in future generations

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