



Pakistan Engineering Council

(Constituted under Pakistan Engineering Council Act, 1976 enacted by the Parliament)

Engineering Accreditation Department

PEC/EAD/107-EAB-P/CC-Form/2022

Ataturk Avenue (East),
G-5/2, Islamabad
December 9, 2022

To:

**All Vice Chancellors/ Rectors/ Heads
HEIs in Pakistan**

**Subject: Concept Clearance Performa For Launching New Engineering
Program**

Dear Sir/ Madam,

PEC in its 44th Governing Body meeting held on October 18, 2022 as recommended by 107th EAB meeting held on August 22-23, 2022 approved the subject policy for prior approval of Concept Clearance for launching of new engineering program, which allows only eligibility towards submission of Zero visit request to PEC. The defined objectives should be closely related and aligned with the demographic and regional needs. Focus may be emphasized on facts and figures to elaborate/ validate the linking of proposed program with demographic needs, programs available in the area, allied industry employers at National and International level.

In this regard, it is to apprise that cut-off date to submit Zero Visit request for launching of new program is January 31st of the year, whereas the program is launched generally in Fall of the same year. Therefore, the Concept Clearance application should be submitted well before the cut-off date for Zero Visit request, to properly assess and decide by PEC but not later than October 31st of preceding year. Double fee will be charged in case application is submitted after cut-off date i.e., January 31st of the year. The subject performa alongwith guidelines is enclosed, please.

Forwarded for your information and compliance, please.

Regards,

(Engr. Dr. Ashfaq Ahmed Sheikh)
Additional Registrar/ HoD

Encl: as above

Copy to:-

- Convener EAB
- PS to Chairman/ Registrar, PEC
- Section Heads EAD, PEC
- IT Department, PEC HQ

CONCEPT CLEARANCE PERFORMA FOR LAUNCHING NEW ENGINEERING PROGRAM

(This Concept Clearance only allows eligibility towards submission of Zero Visit request to PEC)

1. OBJECTIVE, SCOPE AND JUSTIFICATION OF LAUNCHING NEW ENGINEERING PROGRAM

(Please see enclosed guidelines (Annex-A) on following aspects and use additional space where needed along with necessary document(s) to support)

a. Name of the University/ College/ HEI: _____

Self ☐ Public ☐

Affiliated ☐ Private ☐

Constituent Campus ☐

Name of Constituent Campus/ Affiliated Institute/ College (if any) _____

b. Name of the Program to be launched:

c. Proposed Year (Fall) for Launching of new Engineering Program:

d. Objectives of the Program to be launched:

e. Objectives linking with Demographic Needs, and how to be benefitting at Regional, National and International Market:

- f. Scope and justification of the Program (with documentary evidence):
-

2. ACADEMIA – INDUSTRY INTERACTION

(Please see enclosed guidelines (Annex-A) on following aspects and use additional space where needed along with necessary document(s) to support)

- a. Employability of the subject Program Graduates with indicated employers and industry:
-

- b. MoUs with Different Industries/ Organizations/ Relevant Entity (optional):

i. _____

ii. _____

iii. _____

iv. _____

3. IMPACTS ON RELEVANT STAKEHOLDERS

(Please see enclosed guidelines (Annex-A) on following aspects and use additional space where needed along with necessary document(s) to support)

- a. Social Impact of the newly launching Program: _____
-

- b. Environment and Sustainability Impact: _____
-

4. INFRASTRUCTURE PLAN, HUMAN AND FINANCIAL RESOURCES

(Please see enclosed guidelines (Annex-A) on following aspects and use additional space where needed along with necessary document(s) to support)

- a. Infrastructure Planning (Indicative):
-

- b. Financial Resources (Indicative):
-

- c. Possible impediments for program (faculty, lab equipment etc.) and how to address for launching successful program:
-

5. **ANY OTHER POINT IN ORDER TO SUPPORT THE OVERALL EVALUATION**

6. **DECLARATION**

I undersigned and undertake that Department of _____ is launching _____ discipline. I do hereby solemnly affirm and declare that any advertisement/ announcement in local or National Newspapers or through any other source of media will never be published nor the students will be granted admissions/ enrolled by the University/Institute/College in said Engineering Discipline(s) (under inspection), without prior approval/ permission taken from the Pakistan Engineering Council (PEC), precisely after the peer review assessment of above mentioned program by conducting the mandatory Zero Visit followed by PEC EAB decision.

I further undertake that if any discipline is launched before the finalization by the PEC EAB decision, will be at the risk and cost of the HEI/ University concerned.

Prepared By:

- **Concerned HoD (Name):** _____
- **Designation:** _____
- **Phone No. and Email:** _____
- **Signature with official stamp:** _____
- **Date:** _____

Verified and Recommended By:

- **Head of Institution (Name):** _____
- **Designation:** _____
- **Phone No. and Email:** _____
- **Signature with official stamp:** _____
- **Date:** _____

GUIDELINES/ INSTRUCTIONS TO FILL THE PERFORMA

1. OBJECTIVE, SCOPE AND JUSTIFICATION OF LAUNCHING NEW ENGINEERING PROGRAM

a. Proposed Year (Fall) for Launching of new Engineering Program:

- i. The cutoff date to submit Zero Visit request for launching of new program is January 31st of the year, whereas the program is launched generally in Fall of the same year. Therefore, the Concept Clearance application should be submitted well before the cutoff date for Zero Visit request, to properly assess and decide by PEC but not later than 31st October of preceding year.
- ii. Double fee will be charged in case application is submitted after cutoff date.

b. Objectives of the Program to be launched:

Objectives of the program should be clearly defined while highlighting the needs and outcomes of the program.

c. Objectives linking with Demographic Needs, and how to be benefitting at Regional, National and International Market:

The defined objectives should be closely related and aligned with the demographic and regional needs. Focus may be emphasized on facts and figures to elaborate/ validate the linking of program with demographic needs, programs available in the area, allied industry/ employers at National and International level.

d. Scope and justification of the Program:

Scope and justification of the program with documentary evidence should be provided to justify the program scheme and specialization to be offered.

2. ACADEMIA – INDUSTRY INTERACTION

a. Employability of the subject Program Graduates with indicated employers and industry:

Perspective employers/ industry should be identified and tentative plan be devised/ formulated prior to launching of program wherein HEI/institute should figure out for likely employment of its graduates. Supply and demand analysis may also be provided in this regard.

b. MoUs with Different Industries (optional):

Please refer/ attach any MoU(s) if the institute has carried out with any employer/ stakeholders for employability or training of students etc.

3. IMPACTS ON RELEVANT STAKEHOLDERS

a. Social Impact of the newly launching Program:

Please highlight the social impacts in connection with the new program that how it would meet the social needs or solve societal problems/ major issues identified.

b. Environment and Sustainability Impact:

Please highlight if the program has inculcated Environment and Sustainability factors.

4. INFRASTRUCTURE PLAN, HUMAN AND FINANCIAL RESOURCES

a. Infrastructure Planning (Indicative):

Please provide the requisite infrastructure planning and present structure to accommodate the students, labs, faculty, allied facilities etc. Whether the planned infrastructure would be already existing or to be raised as part of PSDP/ PC-1 funding or a program as part of institutional development/ progression.

b. Financial Resources (Indicative):

Please indicate the financial resources in order to sustain the program including its operational/ recurring expenses as well as intended endowment. The sources for funding/ investment like private or public may also be indicated.

c. Program with possible impediments (faculty, lab equipment etc.) and how to address for launching successful program:

Please underline any possible hindrances in launching/ functioning of program and how to cope with the potential issues/ problems.
