



INDUSTRIAL ENGINEERING DEPARTMENT **UNIVERSITY OF ENGINEERING AND TECHNOLOGY, TAXILA**

“Sops for Departmental Clearance of Undergraduate Students”

1: DUES AND SCHOLARSHIPS

Student have submitted all the dues to university of 1st to 8th semester. Following is attached:

- a) Dues and scholarship clearance certificate
- b) Copy of all semester Fee challans

2: FINAL YEAR PROJECT

Student have submitted the following to Engr. Haji Bahader for his Final Year Design Project

- a) Hard copies of FYDP as per departmental standards
- b) Hardware/Software of FYDP (if applicable)
- c) FYDP portfolio as per departmental standard

3: INTERNSHIP

Student have completed a mandatory internship and have submitted the copy of my internship certificate and other relevant record to Engr. Muhammad Usman.

4: MACHINE TOOL AND MACHINING

Student have must get the clearance signature from Lab's focal person

5: INDUSTRIAL AUTOMATION AND CONTROL

Student have must get the clearance signature from Lab's focal person

6: HUMAN FACTOR & OCCUPATIONAL SAFETY

Student have must get the clearance signature from Lab's focal person

7: PRECISION MACHINING & METROLOGY

Student have must get the clearance signature from Lab's focal person

8: COMPUTER INTEGRATED MANUFACTURING

Student have must get the clearance signature from Lab's focal person

9: MANAGEMENT SYSTEM PLANNING & DESIGN

Student have must get the clearance signature from Lab's focal person

10: MANAGEMENT SYSTEM MODELING & SIMULATION

Student have must get the clearance signature from Lab's focal person

11: Workshops

Student have must get the clearance signature from all workshops of Industrial Department

12: DEPARTMENTAL STORE

Student have must get the clearance signature from Storekeeper of Industrial Department

13: ACADEMIC CELL

Student must have got the clearance signature completed and final signature from Academic Cell Coordinator.

CLEARANCE SIGNATURES OF IED LABS/OFFICES/ASSIGMENTS

(Student have completed clearance via focal person's signatures from the following labs/office/Assignments)

Student Name _____

Registration No. _____

Sr. #	Lab/Office/Assignment		Lab. Engr./Sup. /Focal Person	Signature
1.	Dues	All semesters' Challan	Mr. Tassawar Abbas	
		Dues Clear Certificate		
2.	Final Year Project	Hard Copy	Engr. Haji Bahadur	
		Hardware/Software		
		FYP Portfolio		
3.	Internships		Engr. Muhammad Usman	
4.	Machine Tool and Machining		Engr. Muhammad Jawad	
5.	Industrial Automation and Control		Mr. Muhammad Idrees	
6.	Human Factor & Occupational Safety		Engr. Zahid Rashid	
7.	Precision Machining & Metrology		Engr. Muhammad Usman	
8.	Computer Integrated Manufacturing		Mr. Zeeshan Niazi	
9.	Management System Planning & Design		Mr. Wasim Shakir	
10.	Management System Modeling & Simulation		Mr. Tassawar Abbas	
11.	Workshops	Carpentry	Mr. Saqib Jawad	
		Machine Shop	Mr. Waqar Ahmad	
		Foundry Shop	Mr. Mohsin Ali	
		Incharge Workshops	Engr. Muhammad Jawad	
12.	Storekeeper		Mr. Farhat ul Husnain	
13.	Academic Cell		Mr. Tassawar Abbas	

*(Signature of Director UGS,
Dr. Saif Ullah)*

SIGNATURE OF THE CHAIRMAN IED

Stamp & date _____