



Sustainability Policy

(Commitment to Economic, Environmental, and Social Sustainability)

for

NFC Institute of Engineering and Technology (NFC-IET)

Quality Enhancement Cell

NFC Institute of Engineering and Technology, Multan.

1. Introduction

NFC Institute of Engineering and Technology (NFC-IET) is committed to fostering sustainability in all aspects of its operations, education, and research. This policy aligns with the guidelines of the NFC-IET Act, the Higher Education Commission (HEC), and the Government of Pakistan, ensuring a sustainable future for the institution and its stakeholders.

2. Purpose

The purpose of this policy is to:

- Promote sustainable practices in academic, environmental, social, and economic dimensions.
- Ensure compliance with national and international sustainability frameworks.
- Integrate sustainability principles into teaching, research, campus operations, and community engagement.
- Encourage responsible use of resources and reduce environmental impact.

3. Scope

This policy applies to:

- Students, faculty, and administrative staff of NFC-IET.
- Research and academic programs.
- Campus infrastructure, operations, and resource management.
- Partnerships and collaborations with government and industry.

4. Key Commitments

NFC-IET is committed to:

4.1 Economic Sustainability

- Ensuring responsible financial management and investment in sustainable initiatives.
- Promoting research and development in sustainable engineering and technology.
- Supporting entrepreneurship and innovation that aligns with sustainable practices.
- Establishing partnerships with industry to foster green technologies and sustainable business models.

4.2 Environmental Sustainability

- Implementing energy-efficient technologies and renewable energy sources on campus.
- Reducing waste generation and promoting recycling and waste management.
- Encouraging sustainable transportation, such as cycling, carpooling, and public transit.
- Conserving water and implementing sustainable water management systems.
- Protecting biodiversity and enhancing green spaces within the campus.

4.3 Social Sustainability

- Promoting inclusivity, diversity, and equality in education and employment.
- Ensuring health, safety, and well-being of students and staff.
- Engaging with local communities to support social development projects.
- Encouraging students and faculty to undertake research and initiatives for social impact.

5. Implementation Strategies

To achieve sustainability goals, NFC-IET will:

- Integrate sustainability concepts into the curriculum and research.
- Establish a Sustainability Committee to oversee policy implementation.
- Conduct sustainability awareness programs and workshops.
- Develop partnerships with government bodies, NGOs, and industry for sustainability initiatives.
- Monitor and report progress on sustainability initiatives annually.

6. Compliance and Monitoring

- Compliance with HEC, Government of Pakistan, and international sustainability standards.
- Regular assessment of sustainability performance and policy effectiveness.
- Transparent reporting of sustainability progress to stakeholders.

7. Review and Continuous Improvement

- The policy will be reviewed periodically to incorporate emerging sustainability challenges and best practices.
- Feedback from students, faculty, staff, and external stakeholders will be considered for policy enhancement.

8. Conclusion

NFC-IET is dedicated to embedding sustainability principles into its academic, operational, and research activities. Through this policy, the institution aims to contribute to a sustainable future while aligning with national and global sustainability goals.



Equality, Diversity, and Inclusion (EDI) Policy
for
NFC Institute of Engineering and Technology (NFC-IET)

Quality Enhancement Cell
NFC Institute of Engineering and Technology, Multan.

1. Introduction

NFC Institute of Engineering and Technology (NFC-IET) is committed to fostering an inclusive, diverse, and equitable environment where all individuals are treated with respect and dignity. This policy ensures that students, faculty, staff, and stakeholders experience a learning and working environment free from discrimination and bias.

2. Purpose

The purpose of this policy is to:

- Promote equality, diversity, and inclusion across all aspects of the institute.
- Ensure compliance with relevant legal and regulatory frameworks.
- Provide mechanisms for addressing EDI-related concerns.
- Enhance institutional culture and student experience by valuing diverse perspectives.

3. Scope

This policy applies to all members of the NFC-IET community, including:

- Students
- Faculty and staff
- Administrative personnel
- Visitors and external partners

4. Principles and Commitments

NFC-IET is committed to:

- **Non-Discrimination:** Ensuring equal opportunities regardless of race, gender, age, disability, religion, nationality, or socioeconomic background.
- **Inclusive Education and Workplace:** Creating an environment that encourages diverse perspectives and respects individual differences.
- **Equal Access:** Providing equal access to educational resources, employment opportunities, and professional growth.
- **Zero Tolerance for Harassment and Discrimination:** Implementing strict measures to prevent and address harassment, bullying, and discrimination.
- **Accountability and Transparency:** Regularly reviewing and improving EDI practices through stakeholder feedback and policy updates.

5. Implementation Strategies

To ensure effective implementation, NFC-IET will:

- Conduct regular training and awareness programs on EDI principles.
- Establish a dedicated EDI Committee to oversee compliance and address concerns.

- Integrate EDI considerations into recruitment, admissions, curriculum development, and institutional policies.
- Provide reporting mechanisms for grievances related to discrimination or exclusion.

6. Reporting and Addressing Concerns

- Any concerns related to EDI violations should be reported to the designated committee or authority within NFC-IET.
- Confidentiality will be maintained, and appropriate actions will be taken based on investigations.
- Retaliation against individuals reporting concerns in good faith will not be tolerated.

7. Monitoring and Review

- The EDI policy will be reviewed periodically to ensure effectiveness and relevance.
- Feedback from stakeholders will be considered for continuous improvement.
- Annual reports on EDI initiatives and outcomes will be shared with the NFC-IET community.

8. Conclusion

NFC-IET is dedicated to upholding the principles of equality, diversity, and inclusion in all its operations. This policy serves as a framework to foster a culture of respect, fairness, and opportunity for all.



Ethical Research Policy
(Ensuring Responsible Research Practices)
for
NFC Institute of Engineering and Technology (NFC-IET)

Quality Enhancement Cell
NFC Institute of Engineering and Technology, Multan.

1. Introduction

NFC Institute of Engineering and Technology (NFC-IET) is committed to fostering a culture of integrity, accountability, and responsibility in all research activities. This policy ensures that all research conducted at NFC-IET adheres to the highest ethical standards, promoting credibility, transparency, and societal impact.

2. Purpose

The purpose of this policy is to:

- Establish ethical guidelines for research conducted by faculty, students, and staff.
- Ensure compliance with national and international research ethics standards.
- Prevent research misconduct, including plagiarism, falsification, and fabrication.
- Promote responsible authorship, collaboration, and data management.

3. Scope

This policy applies to:

- Faculty members engaged in research.
- Undergraduate and postgraduate students conducting research projects, theses, and dissertations.
- Research staff, visiting scholars, and external collaborators.
- Research funded by internal or external sources.

4. Ethical Principles

All research at NFC-IET must be guided by the following ethical principles:

- **Integrity:** Researchers must conduct research honestly, transparently, and objectively.
- **Respect for Participants:** Researchers must obtain informed consent and ensure confidentiality and privacy of human subjects.
- **Avoidance of Misconduct:** Any form of plagiarism, data fabrication, falsification, or misrepresentation is strictly prohibited.
- **Responsible Data Management:** Proper storage, sharing, and citation of data must be ensured.
- **Fair Authorship and Collaboration:** Contributions to research must be appropriately acknowledged, and authorship disputes should be resolved fairly.
- **Compliance with Legal and Institutional Requirements:** Researchers must adhere to relevant laws, ethical review processes, and institutional guidelines.

5. Research Misconduct and Violations

Misconduct includes, but is not limited to:

- Plagiarism (using others' work without proper citation).
- Fabrication (creating false data or results).
- Falsification (manipulating data or research outcomes).
- Breach of confidentiality or conflicts of interest.
- Misuse of research funds or unethical authorship practices.

6. Ethical Review Process

- All research involving human or animal subjects must be reviewed by the Ethical Review Committee (ERC) of NFC-IET.
- Researchers must submit ethics approval forms before starting their studies.
- Regular audits and compliance checks will be conducted to ensure adherence to ethical guidelines.

7. Reporting and Addressing Misconduct

- Any suspected research misconduct must be reported to the Research Ethics Office.
- Investigations will be conducted fairly, maintaining confidentiality.
- Disciplinary actions, including retraction of publications and academic penalties, may be imposed for confirmed violations.

8. Continuous Training and Awareness

- NFC-IET will conduct workshops, seminars, and training sessions to promote research ethics awareness.
- Researchers will have access to ethical guidelines, resources, and mentoring to ensure compliance.

9. Monitoring and Policy Review

- This policy will be reviewed periodically to incorporate emerging ethical challenges and best practices.
- Feedback from stakeholders will be used to enhance the policy and its implementation.

10. Conclusion

NFC-IET is dedicated to upholding the highest ethical standards in research. By adhering to this policy, researchers contribute to a responsible academic environment that values integrity, respect, and excellence in knowledge creation.



Financial Aid & Scholarships Policy

for

NFC Institute of Engineering and Technology (NFC-IET)

Quality Enhancement Cell

NFC Institute of Engineering and Technology, Multan.

1. Introduction

NFC Institute of Engineering and Technology (NFC-IET) is committed to providing financial aid and scholarships to support students from low-income backgrounds and to recognize academic excellence. This policy aligns with the guidelines of the Pakistan Engineering Council (PEC), the Higher Education Commission (HEC), curriculum requirements, and the Government of Pakistan.

2. Purpose

The purpose of this policy is to:

- Ensure financial support for deserving students from economically disadvantaged backgrounds.
- Reward and motivate students who demonstrate outstanding academic performance.
- Promote equal access to higher education for all eligible students.
- Enhance student retention and success through financial assistance.

3. Scope

This policy applies to:

- Financial aid for students from low-income families.
- Scholarships for the top three students in each batch based on academic excellence.
- Special grants and funding opportunities from government and private sector organizations.
- Collaboration with industry and donors for student support programs.

4. Key Commitments

NFC-IET is committed to:

4.1 Financial Aid for Needy Students

- Providing need-based financial assistance to students from low-income backgrounds.
- Awarding scholarships to the top three students of each batch annually or semester based on need/financial crisis/special conditions.
- Ensuring a transparent selection process based on financial need assessment.
- Encouraging students to apply for government and external funding opportunities.
- Establishing an institutional fund to support financially challenged students.

4.2 Merit-Based Scholarships

- Awarding scholarships to the top three students of each batch annually or semester based on academic excellence.
- Ensuring the scholarship selection process is based on verified academic performance.
- Encouraging high achievers to maintain academic excellence.

- Collaborating with sponsors and donors to enhance scholarship opportunities.

4.3 Special Grants and External Funding

- Assisting students in applying for HEC and government-funded scholarships.
- Partnering with private sector organizations to provide additional funding options.
- Facilitating access to research and academic grants for deserving students.

5. Implementation Strategies

To ensure effective implementation of this policy, NFC-IET will:

- Establish a Financial Aid and Scholarships Committee to oversee the process.
- Conduct regular assessments to ensure fair distribution of financial aid.
- Provide guidance and awareness sessions on available financial support programs.
- Maintain transparency in the selection and awarding process through periodic reviews.

6. Compliance and Monitoring

- Ensure alignment with PEC, HEC, and Government of Pakistan guidelines.
- Regularly monitor the effectiveness and impact of financial aid programs.
- Maintain records of financial aid recipients and scholarship beneficiaries for audit and evaluation.

7. Review and Continuous Improvement

- The policy will be reviewed periodically to incorporate necessary improvements.
- Feedback from students, faculty, and financial aid beneficiaries will be considered for enhancements.

8. Conclusion

NFC-IET is committed to ensuring that financial constraints do not become a barrier to higher education. Through need-based financial aid and merit-based scholarships, the institution aims to support students in achieving academic and professional success.



Student Support and Welfare Policy

(Housing, food security, and emergency aid)

for

NFC Institute of Engineering and Technology (NFC-IET)

Quality Enhancement Cell

NFC Institute of Engineering and Technology, Multan.

1. Introduction

NFC Institute of Engineering and Technology (NFC-IET) is committed to ensuring the well-being of its students by providing essential support services, including housing (hostel facilities), food security, and emergency aid. This policy aligns with the guidelines of the Pakistan Engineering Council (PEC), the Higher Education Commission (HEC), and the Government of Pakistan.

2. Purpose

The purpose of this policy is to:

- Provide safe and affordable housing facilities for students.
- Ensure food security and access to nutritious meals.
- Offer emergency aid and financial support for students in crisis.
- Promote the overall well-being of students to enhance academic performance and personal development.

3. Scope

This policy applies to:

- All enrolled students requiring housing and hostel accommodations.
- Students facing food insecurity and financial difficulties.
- Emergency aid support for students experiencing unforeseen crises.

4. Key Commitments

NFC-IET is committed to:

4.1 Housing (Hostel Facilities)

- Providing on-campus hostel facilities with essential amenities.
- Ensuring a safe, secure, and inclusive living environment.
- Establishing clear rules and regulations for hostel management and student conduct.
- Regularly maintaining and upgrading hostel facilities to meet student needs.

4.2 Food Security

- Offering affordable and nutritious meal plans through campus cafeterias.
- Implementing food assistance programs for students in need.
- Ensuring hygienic and quality food services on campus.
- Promoting awareness of healthy eating habits among students.

4.3 Emergency Aid and Financial Assistance

- Establishing an emergency aid facility to support students facing financial crises.
- Providing financial relief for medical emergencies, unexpected personal hardships, and natural disasters.
- Developing a transparent application and approval process for emergency assistance.
- Collaborating (MOUs) with external organizations and government bodies to secure additional support for students in need.

5. Implementation Strategies

To achieve student support and welfare objectives, in collaboration with DSA office, NFC-IET will:

- Set up a Student Welfare Office to oversee housing, food security, and emergency aid programs.
- Develop partnerships with donors, NGOs, and government agencies to enhance student support initiatives.
- Conduct periodic surveys to assess student needs and improve support services.
- Implement a feedback mechanism to ensure continuous improvement in student welfare services.

6. Compliance and Monitoring

- Ensure alignment with PEC, HEC, and Government of Pakistan policies regarding student welfare.
- Regularly monitor hostel facilities, food services, and emergency aid programs.
- Maintain records of student beneficiaries and impact assessments for policy evaluation.

7. Review and Continuous Improvement

- The policy will be reviewed periodically to incorporate necessary improvements.
- Student feedback and engagement will be encouraged for policy enhancement.

8. Conclusion

NFC-IET is committed to providing a supportive and nurturing environment for students, ensuring access to safe housing, nutritious food, and emergency assistance. This policy aims to enhance student well-being, academic success, and overall personal development.



Community Engagement, Outreach & Social Responsibility Policy

**for
NFC Institute of Engineering and Technology (NFC-IET)**

Quality Enhancement Cell

NFC Institute of Engineering and Technology, Multan.

1. Introduction

NFC Institute of Engineering and Technology (NFC-IET) recognizes its responsibility towards society and aims to engage students, faculty, and administration in meaningful community outreach and social responsibility initiatives. This policy aligns with the guidelines of the Pakistan Engineering Council (PEC), the Higher Education Commission (HEC), curriculum requirements, and the Government of Pakistan.

2. Purpose

The purpose of this policy is to:

- Encourage students, faculty, and administration to contribute to community development.
- Foster a culture of social responsibility and civic engagement.
- Align community outreach activities with national development goals.
- Strengthen relationships between NFC-IET and local communities.

3. Scope

This policy applies to:

- Students participating in community service and social responsibility programs.
- Faculty and administration engaging in outreach and professional development initiatives.
- Institutional partnerships with government bodies, NGOs, and local communities.

4. Key Commitments

NFC-IET is committed to:

4.1 Student Engagement in Community Service

- Encouraging students to participate in volunteer programs and social service projects.
- Integrating community service as part of academic curricula where applicable.
- Providing opportunities for students to engage in environmental, educational, and social welfare activities.
- Recognizing and rewarding student contributions to community engagement.

4.2 Faculty and Administration Participation

- Encouraging faculty and administration to take active roles in social responsibility programs.

- Facilitating professional consultancy and advisory services to community projects.
- Promoting research and development initiatives that address societal challenges.

4.3 Institutional Partnerships for Social Impact

- Establishing collaborations with government agencies, NGOs, and industry for community development.
- Supporting capacity-building programs that enhance local skills and knowledge.
- Organizing workshops, seminars, and awareness campaigns on social issues.

5. Implementation Strategies

To ensure effective implementation of this policy, NFC-IET will:

- Establish a Community Engagement and Social Responsibility Committee.
- Develop structured programs for student and faculty participation.
- Allocate resources for community outreach projects.
- Monitor and evaluate the impact of community engagement initiatives.

6. Compliance and Monitoring

- Ensure alignment with PEC, HEC, and Government of Pakistan guidelines.
- Maintain records of community outreach activities for assessment and improvement.
- Conduct periodic evaluations to enhance outreach programs.

7. Review and Continuous Improvement

- The policy will be reviewed periodically for effectiveness.
- Feedback from stakeholders will be considered for policy enhancements.

8. Conclusion

NFC-IET is dedicated to fostering a sense of responsibility among students, faculty, and administration by actively contributing to community development. Through structured outreach initiatives, the institution aims to make a lasting positive impact on society.



Food Security, Nutrition and Zero Hunger Policy

for

NFC Institute of Engineering and Technology (NFC-IET)

Quality Enhancement Cell

NFC Institute of Engineering and Technology, Multan.

1. Introduction

NFC Institute of Engineering and Technology (NFC-IET) is committed to ensuring food security and promoting nutrition among students, faculty, and staff. This policy aims to provide access to affordable, nutritious meals while minimizing food waste and promoting sustainable practices. It aligns with the guidelines of the Pakistan Engineering Council (PEC), the Higher Education Commission (HEC), curriculum requirements, and the Government of Pakistan.

2. Purpose

The purpose of this policy is to:

- Ensure the availability of hygienic, nutritious, and affordable food options on campus.
- Implement structured meal plans to meet diverse dietary needs.
- Promote responsible food consumption and minimize food waste.
- Encourage sustainable food practices and healthy eating habits.
- Encourage food support campaign for needy people.

3. Scope

This policy applies to:

- Students, faculty, and staff utilizing cafeteria services.
- Vendors and suppliers providing food services on campus.
- Institutional initiatives promoting food security and waste reduction.

4. Key Commitments

NFC-IET is committed to:

4.1 Cafeteria and Meal Plans

- Ensuring that the cafeteria adheres to hygiene and food safety standards.
- Offering balanced and affordable meal plans for students and staff.
- Providing diverse menu options, including vegetarian and halal-certified meals.
- Conducting regular audits to maintain quality and affordability.

4.2 Food Waste Reduction

- Implementing strategies to minimize food wastage in cafeterias.
- Encouraging portion control and responsible consumption.

- Partnering with local organizations for food donation programs.
- Raising awareness about the environmental impact of food waste.

4.3 Nutritional Awareness and Sustainable Practices

- Promoting healthy eating habits through educational campaigns.
- Encouraging the use of locally sourced and sustainable ingredients.
- Reducing plastic waste by promoting reusable food containers and utensils.
- Conducting workshops on food safety, nutrition, and sustainability.
- Conducting campaigns for food supply to needy people.

5. Implementation Strategies

To ensure the success of this policy, NFC-IET will:

- Establish a Food Security and Nutrition Committee to oversee cafeteria operations and meal plans.
- Collaborate with dietitians and nutritionists to develop balanced meal options.
- Conduct surveys to assess student and staff preferences for continuous improvement.
- Implement a monitoring system to track food waste and cafeteria performance.

6. Compliance and Monitoring

- Ensure adherence to PEC, HEC, and Government of Pakistan guidelines.
- Conduct periodic inspections to maintain hygiene and quality standards.
- Maintain records of cafeteria operations, food waste, and nutritional initiatives.

7. Review and Continuous Improvement

- The policy will be reviewed periodically to incorporate necessary improvements.
- Stakeholder feedback will be considered for enhancing food services.

8. Conclusion

NFC-IET is dedicated to ensuring food security and nutrition for its students, faculty, and staff. Through structured meal plans, sustainable food practices, and waste reduction strategies, the institution aims to create a healthier and more environmentally responsible campus environment.



Health and Safety Policy
(Occupational safety, student and staff health)

for

NFC Institute of Engineering and Technology (NFC-IET)

Quality Enhancement Cell

NFC Institute of Engineering and Technology, Multan.

1. Introduction

NFC Institute of Engineering and Technology (NFC-IET) is committed to providing a safe, healthy, and secure environment for students, faculty, staff, and visitors. This policy ensures that all members of the institution adhere to occupational safety and health standards. It aligns with the guidelines of the Pakistan Engineering Council (PEC), the Higher Education Commission (HEC), curriculum requirements, and the Government of Pakistan.

2. Purpose

The purpose of this policy is to:

- Promote a culture of health, safety, and well-being on campus.
- Implement safety measures to prevent accidents, injuries, and health hazards.
- Provide clear guidelines for responding to medical emergencies and workplace hazards.
- Ensure compliance with national and international safety standards.

3. Scope

This policy applies to:

- Students, faculty, and staff of NFC-IET.
- Visitors and external contractors working on campus.
- Laboratories, classrooms, offices, hostels, and other institutional facilities.

4. Key Commitments

NFC-IET is committed to:

4.1 Occupational Safety Measures

- Ensuring all laboratories, workshops, and classrooms adhere to safety protocols.
- Providing personal protective equipment (PPE) where required.
- Conducting regular risk assessments and safety drills.
- Implementing fire safety and emergency evacuation plans.

4.2 Student and Staff Health and Well-being

- Establishing a dedicated health center for first aid and medical emergencies.
- Providing mental health and counseling services for students and staff.
- Promoting awareness programs on health, hygiene, and wellness.

- Ensuring clean drinking water, sanitation, and waste management.

4.3 Emergency Preparedness and Response

- Developing protocols for handling medical emergencies, accidents, and disasters.
- Training faculty, staff, and students on emergency response procedures.
- Installing first aid stations and defibrillators in key locations.
- Coordinating with local emergency services for rapid response.

5. Implementation Strategies

To ensure effective implementation of this policy, NFC-IET will:

- Establish a Health and Safety Committee to oversee compliance and improvements.
- Conduct periodic safety audits and inspections.
- Provide health and safety training to students, faculty, and staff.
- Integrate health and safety measures into institutional policies and procedures.
- Signing MOUs and Collaboration agreements for Occupational safety, student and staff health

6. Compliance and Monitoring

- Ensure adherence to PEC, HEC, and Government of Pakistan safety regulations.
- Maintain records of incidents, risk assessments, and corrective actions.
- Regularly review and update safety policies and protocols.

7. Review and Continuous Improvement

- This policy will be reviewed periodically for necessary updates and improvements.
- Stakeholder feedback will be considered to enhance health and safety measures.

8. Conclusion

NFC-IET prioritizes the health and safety of its students, faculty, and staff. Through structured safety programs, emergency preparedness, and occupational health initiatives, the institution aims to create a secure and conducive learning and working environment.



Mental Health, Medical Facility and Well-being Policy
(Counselling services, psychological support for Students, Faculty and Staff)
for
NFC Institute of Engineering and Technology (NFC-IET)

Quality Enhancement Cell

NFC Institute of Engineering and Technology, Multan.

1. Introduction

NFC-IET is committed to promoting mental health, medical facilities, and overall well-being by providing counseling services, psychological support, and healthcare facilities for students, faculty, and staff. This policy aligns with HEC and Government of Pakistan guidelines and contributes to SDG 3 – Good Health and Well-being, ensuring a supportive and inclusive campus environment.

2. Objectives

1. To provide professional counseling services and psychological support for students, faculty, and staff.
2. To ensure adequate medical facilities and first-aid support on campus.
3. To raise awareness about mental health issues and reduce stigma.
4. To create a safe and supportive environment for overall well-being.
5. To integrate mental and physical health education into academic and extracurricular activities.
6. To ensure compliance with HEC and national health policies related to well-being and medical services.

3. Scope of Policy

This policy applies to:

- Students, faculty, and staff seeking mental health or medical support.
- Campus health services, counseling centers, and emergency medical units.
- Workshops, awareness campaigns, and peer support programs.
- Collaboration with healthcare professionals and external medical organizations.

4. Mental Health and Medical Support Initiatives

- Counseling and Psychological Services – Establishment of a Mental Health and Medical Support Center (MHMSC) with trained counselors and medical professionals.
- On-Campus Medical Facility – Ensuring access to basic healthcare, first aid, and emergency response services.
- Mental Health Awareness Campaigns – Organizing seminars, workshops, and stress management programs.
- Crisis Intervention and Emergency Support – Providing immediate support for students and staff in crisis situations.
- Peer Support Programs – Encouraging peer mentoring and student-led mental health initiatives.

- Confidentiality and Ethical Standards – Ensuring that all medical and mental health services are confidential and non-discriminatory.

5. Implementation and Monitoring

- Establishment of a Mental Health, Medical Facility, and Well-being Committee (MHMWC) to oversee policy execution.
- Regular health assessments, medical check-ups, and feedback surveys to evaluate effectiveness.
- Compliance with HEC and national healthcare guidelines.
- Submission of annual reports on mental health and medical facility improvements to regulatory bodies.

6. Compliance and Partnerships

- NFC-IET will ensure adherence to HEC health policies and Government of Pakistan health regulations.
- Collaboration with mental health professionals, hospitals, NGOs, and government agencies.
- Transparent processes ensuring equal access to mental health and medical services for all students and staff.

7. Conclusion

NFC-IET is dedicated to fostering a mentally and physically healthy academic environment. This policy ensures access to professional counseling, medical facilities, awareness programs, and psychological support services, contributing to SDG 3 – Good Health and Well-being and enhancing overall campus health and wellness.



Sports and Physical Activities Policy

(Sports Quota, Participation)

for

NFC Institute of Engineering and Technology (NFC-IET)

Quality Enhancement Cell

NFC Institute of Engineering and Technology, Multan.

1. Introduction

NFC-IET is committed to promoting sports and physical activities as an essential part of student life. This policy ensures the integration of sports into the academic framework, enhancing physical well-being, mental health, and leadership skills. It aligns with the guidelines of the Pakistan Engineering Council (PEC), Higher Education Commission (HEC), and the Government of Pakistan, including the 2% reserved admission quota for talented sports students as per HEC policy.

2. Objectives

1. To provide students with equal opportunities to participate in sports and physical activities.
2. To develop state-of-the-art sports facilities for both recreational and competitive sports.
3. To implement the 2% sports quota for admissions to recognize and support talented athletes.
4. To foster teamwork, leadership, and a healthy lifestyle among students.
5. To encourage participation in inter-university, national, and international sports competitions.
6. To ensure gender inclusivity in sports programs.

3. Sports Facilities and Infrastructure

- NFC-IET shall maintain and upgrade sports facilities, including:
 - Football and cricket grounds
 - Basketball and volleyball courts
 - Indoor gymnasium with fitness equipment
 - Table tennis, badminton, and athletics tracks
 - Dynamic martial arts, karate, etc.
 - All games included in Olympics.
- Development of a Sports Complex with training facilities for athletes.
- Provision of professional coaching and fitness training.

4. Admission Quota for Sports Students

- As per HEC guidelines, 2% of total admissions shall be reserved for students with exceptional sports achievements.
- Eligible students must provide:
 - Verified sports certificates from recognized bodies (e.g., Pakistan Sports Board).
 - Participation proof in district, national, or international level competitions.
- A dedicated Sports Admission Committee will evaluate applications based on merit.

5. Annual Sports Events and Competitions

- Organization of Annual Sports Gala featuring multiple sports competitions.
- Participation in HEC Inter-University Championships and other recognized tournaments.
- Encouragement of faculty and staff participation in fitness and wellness programs.

6. Governance and Implementation

- Establishment of a Sports Committee to oversee policy implementation and student participation.
- Collaboration with HEC, PEC, and sports organizations for enhanced training programs.
- Regular monitoring and evaluation of sports infrastructure and activities.

7. Compliance and Monitoring

- NFC-IET shall ensure compliance with HEC and PEC policies regarding sports and physical activities.
- Periodic assessment of sports facilities and student engagement in physical activities.
- Submission of annual reports to HEC regarding sports participation and development.

8. Evaluation Criteria

Total Marks: 100

1. **Sports Certificates:** 50 Marks
2. **Sports Trials (Specific to the Concerned Games):** 50 Marks

Breakdown of Sports Certificate Marks:

S. No.	Level of Achievement	Marks
1	Participation in National Championships/National Junior Championships/Under 16, 19 National Championships	50
2	Position holder in Intervarsity Championships/Pakistan Inter Board/PM Youth Sports Festival/Under 15, 17, 19 Regional Academy/Under 16 Pakistan Sports Board	40
3	Participation in Intervarsity Championships/Pakistan Inter Board/PM Youth Sports Festival/Under 15, 17, 19 Regional Academy/Under 16 Pakistan Sports Board/Inter Collegiate Championships/Football League (A),	30
4	Position Holder in Inter Districts/Inter Tehsil/Inter Schools/Inter Clubs Tournaments	20

Note: Preference will be given to candidates having certificates related to 1, 2, 3 Sr. Nos. Resp.

Sports Trials Evaluation:

- **Basic Techniques:** Assessment of fundamental skills pertinent to the specific sport (e.g., in volleyball: service, reception, setting, smash, blocking, and game fitness) – 50 Marks

9. Eligibility Criteria

1. **Academic Eligibility:** The Admission Committee is responsible for verifying that candidates meet the departmental eligibility requirements.
2. **Sports Trials:** Experts will conduct trials for the respective sports, and the University Sports Committee will finalize admissions based on sports performance.
3. **Scope of Trials:** Trials will be conducted for all games listed in the HEC sports calendar, with the Sports Committee determining the priority of each game.
4. **Documentation:** Candidates must present original merit sports certificates or medals at the time of trials; photocopies will not be accepted.
5. **Minimum Marks Requirement:** Candidates must secure at least 45% marks in the combined evaluation of sports certificates and sports trials to be considered for admission under the sports quota.
6. **Verification:** The university will verify all sports certificates with the issuing authorities to ensure authenticity.

10. Reserved Quota for Sports-Based Admissions

- **Master's Programme:** 2% of admitted students in the university, with a maximum of one seat per department.
- **Undergraduate Programme:** 2% of admitted students in the university, with a maximum of one seat per department.

11. Conclusion

NFC-IET strongly believes in sports as a key component of holistic education. By implementing this policy, the institute aims to nurture student-athletes, promote fitness, and create an inclusive sports culture. The 2% reserved quota for sports admissions will encourage talented students to excel academically and athletically, aligning with national and international standards.



Lifelong Learning and Online Education Policy

for

NFC Institute of Engineering and Technology (NFC-IET)

Quality Enhancement Cell

NFC Institute of Engineering and Technology, Multan.

1. Introduction

NFC-IET is committed to fostering a culture of **lifelong learning and online education** by providing accessible, flexible, and high-quality learning opportunities for students, professionals, and the community. This policy aligns with the **Higher Education Commission (HEC), and the Government of Pakistan** to ensure continuous professional development, skill enhancement, and inclusive education.

2. Objectives

1. To integrate **lifelong learning** as a key component of academic and professional development.
2. To provide **flexible online education options** for students and working professionals.
3. To promote **digital literacy** and enhance technological competencies in education.
4. To ensure **quality assurance** in online education through structured curriculum frameworks.
5. To strengthen **national and international collaborations** for online learning initiatives.

3. Implementation of Online Education

- NFC-IET shall develop and expand **online courses, certifications, and degree programs**.
- Utilization of **Learning Management Systems (LMS)** to facilitate virtual classrooms and digital resources.
- Introduction of **blended learning approaches**, combining traditional and online teaching methods.
- Conducting **webinars, MOOCs (Massive Open Online Courses), and professional training workshops**.
- Ensuring **accessibility for differently-abled students** to promote inclusivity in education.
- Conducting lectures through different media sources like FM radio, YouTube, Facebook and other digital media platforms.

4. Governance and Quality Assurance

- Establishment of an **Online Education and Lifelong Learning Committee** to oversee policy implementation.
- Regular **monitoring and evaluation of online programs** to maintain academic excellence.
- Adoption of **HEC-approved accreditation and quality assurance standards** for online courses.

- **Collaboration with industry partners** to offer professional training and certifications.

5. Compliance and Monitoring

- NFC-IET will ensure compliance with **HEC regulations** for online and lifelong learning education.
- Conduct **annual reviews and assessments** to enhance e-learning infrastructure and content delivery.
- Regular feedback mechanisms for **students, faculty, and stakeholders** to improve learning outcomes.

7. Conclusion

NFC-IET aims to be a leading institution in **lifelong learning and online education**, providing high-quality, accessible, and technology-driven education. NFC-IET ensures that students from diverse backgrounds can benefit from **flexible and innovative learning solutions**, aligning with national and global educational standards.



Gender Equity and Women Empowerment Policy

(Equal opportunity employment, women's leadership)

for

NFC Institute of Engineering and Technology (NFC-IET)

Quality Enhancement Cell

NFC Institute of Engineering and Technology, Multan.

1. Introduction

NFC-IET is committed to fostering **gender equity and women's empowerment** by ensuring **equal opportunities in education, employment, and leadership**. This policy aligns with the **Pakistan Engineering Council (PEC), Higher Education Commission (HEC), and the Government of Pakistan** to promote **inclusive, diverse, and equitable learning and working environments**.

2. Objectives

1. To ensure **equal access to education, employment, and leadership opportunities** for women.
2. To eliminate **gender-based discrimination and biases** in admissions, hiring, promotions, and academic programs.
3. To encourage **women's participation in leadership roles** across academic and administrative sectors.
4. To create a **safe and inclusive environment** free from harassment and discrimination.
5. To integrate **gender equity principles into academic curricula, research, and institutional policies**.
6. To establish **support structures** for working women, including **childcare facilities and flexible work policies**.

3. Equal Opportunity Admissions

- NFC-IET shall ensure that female **admission to all programs** is available through both **open merit and reserved seats**.
- **Reserved quotas** shall be allocated for **female students, differently-abled individuals, and marginalized groups** as per HEC guidelines.
- Chairman Admission office will oversee **fair admissions policies** to ensure inclusivity.

4. Equal Opportunity Employment

- NFC-IET shall ensure **merit-based hiring and promotions** with equal opportunities for men and women.
- A **minimum representation of women** shall be maintained in faculty, administration, and decision-making bodies.
- Registrar office will oversee **fair recruitment and promotion processes**.
- Provision of **gender-sensitive workplace policies**, including maternity leave, paternity leave, and work-life balance initiatives.

5. Women's Leadership and Participation

- Encourage **female representation in leadership roles**, including Deans, Directors, Heads of Departments, Registrar, Controller Exam and other principal offices.
- Provide **mentorship and training programs** for women to enhance leadership and professional growth.

- Implement **scholarships, research grants, and professional development programs** for women in all fields.
- Organize **women empowerment conferences, workshops, and networking events**.

6. Safe and Inclusive Environment

- Strict enforcement of the **Sexual Harassment and Anti-Discrimination Policy** as per **HEC and Government of Pakistan guidelines**.
- Establishment of a **Harassment Complaint Cell** with confidential reporting mechanisms.
- Conduct **regular gender-sensitivity training for faculty, staff, and students**.
- Develop **inclusive infrastructure**, including separate facilities for women and accessible spaces.

7. Governance and Implementation

- Formation of a **Gender Equity and Inclusion Committee** to monitor policy compliance.
- Annual **gender audit and reporting** to track progress in gender equity initiatives.
- Collaboration with **HEC, PEC, NGOs, and international organizations** for gender empowerment projects.

8. Compliance and Monitoring

- NFC-IET will ensure **compliance with national and international gender equity standards**.
- Regular **policy evaluation and feedback collection** to enhance effectiveness.
- Submission of **annual reports to HEC on gender equity initiatives and improvements**.

9. Conclusion

NFC-IET is committed to **gender equity and women's empowerment** through **equal opportunity in admissions, employment, and leadership initiatives**. This policy aims to ensure that **women have equal access to education, career progression, and leadership roles**, aligning with **national and international best practices**.



Sexual Harassment and Anti-Discrimination Policy

for

NFC Institute of Engineering and Technology (NFC-IET)

Quality Enhancement Cell

NFC Institute of Engineering and Technology, Multan.

1. Introduction

NFC-IET is committed to maintaining a safe, inclusive, and respectful environment for all students, faculty, and staff. This policy aims to prevent and address **sexual harassment and discrimination** in compliance with the **Higher Education Commission (HEC) and the Government of Pakistan**. NFC-IET upholds the principles of **ZERO TOLERANCE** for any form of harassment, ensuring a supportive atmosphere for academic and professional excellence.

2. Objectives

1. To create a **harassment-free and discrimination-free** educational and work environment.
2. To implement **HEC and Government of Pakistan guidelines** regarding sexual harassment and anti-discrimination measures.
3. To establish **clear reporting mechanisms** for complaints related to harassment and discrimination.
4. To ensure **swift and impartial investigations** into reported cases for all levels students, faculty, and staff.
5. To promote **awareness, sensitization, and training programs** on gender equality and workplace ethics.

3. Definition of Sexual Harassment and Discrimination

- **Sexual Harassment:** Unwelcome advances, inappropriate remarks, requests for favors, or any verbal, non-verbal, or physical conduct of a sexual nature that creates a hostile environment.
- **Discrimination:** Any action or policy that unfairly disadvantages an individual based on **gender, race, religion, ethnicity, disability, or any other protected characteristic**.

4. Reporting Mechanism

- Establishment of a **Sexual Harassment Complaint Committee (SHCC)** as per HEC directives.
- Confidential and **accessible reporting channels** for victims and witnesses.
- A **three-step resolution process:** Initial Inquiry → Formal Investigation → Disciplinary Action.
- Protection against **retaliation** for individuals filing complaints.

5. Preventive Measures and Awareness Programs

- Mandatory **sexual harassment and workplace ethics training** for all employees and students.
- Inclusion of **anti-harassment and discrimination policies** in the student and employee handbooks.
- Regular **awareness campaigns, workshops, and sensitization sessions**.

6. Investigation and Disciplinary Action

- **Fair, unbiased, and timely investigation** of all complaints.
- Disciplinary actions may include **warnings, suspension, termination, or legal proceedings**, depending on the severity of the offense.
- Appeal processes available for both complainants and respondents.

7. Compliance and Monitoring

- NFC-IET shall ensure full compliance with **HEC and Government of Pakistan regulations** on harassment and discrimination.
- Regular audits and evaluations of policy effectiveness.
- Submission of **annual reports on harassment cases and preventive measures** to HEC.

8. Conclusion

NFC-IET is committed to fostering a **safe, inclusive, and respectful academic environment** by strictly enforcing **sexual harassment and anti-discrimination policies**. This policy ensures **equal protection, fair treatment, and a support system** for all individuals within the institution, reinforcing a culture of dignity and respect.



Water Conservation and Wastewater Management Policy

for

NFC Institute of Engineering and Technology (NFC-IET)

Quality Enhancement Cell

NFC Institute of Engineering and Technology, Multan.

1. Introduction

NFC-IET is committed to **sustainable water management** by promoting efficient **water conservation and wastewater treatment practices**. This policy aligns with the **Higher Education Commission (HEC) and Government of Pakistan** directives to ensure responsible water usage, reduce wastage, and implement wastewater recycling measures within the institution.

2. Objectives

1. To **reduce water wastage** through efficient conservation strategies.
2. To implement **wastewater treatment and recycling** for sustainable water use.
3. To promote **awareness programs** on water conservation among students, faculty, and staff.
4. To ensure compliance with **national water conservation policies**.
5. To incorporate **water-efficient technologies** in campus infrastructure.

3. Water Conservation Strategies

- Installation of **water-efficient fixtures** (low-flow taps, dual-flush toilets, and sensor-based systems).
- Implementation of **rainwater harvesting systems** for irrigation and non-drinking water use.
- Adoption of **drip irrigation** for green spaces to minimize water consumption.
- Regular **maintenance of plumbing systems** to prevent leaks and water loss.

4. Wastewater Management and Recycling

- Establishment of **on-campus wastewater treatment plants** for reuse in irrigation and sanitation.
- **Greywater recycling** systems to repurpose water from sinks and showers.
- Compliance with **national wastewater disposal standards** to prevent contamination.
- Monitoring of **water quality and treatment effectiveness** through periodic testing.

5. Awareness and Training Programs

- Conducting **workshops, seminars, and awareness campaigns** on water conservation.
- Encouraging **student-led initiatives** for water sustainability.
- Integration of **water conservation topics in environmental studies and research projects**.

6. Governance and Implementation

- Formation of a **Water Conservation Committee** to oversee policy implementation.
- Regular **audits and assessments** of water usage on campus.
- Collaboration with **government agencies and environmental organizations** for best practices in water management.

- Signing MOUs with NGOs for water and waste water treatment plants installations.

7. Compliance and Monitoring

- NFC-IET will ensure strict compliance with water conservation.
- Submission of **annual water management reports** to QEC.
- Implementation of **penalties for excessive water wastage** and non-compliance.

8. Conclusion

NFC-IET recognizes the importance of **sustainable water use** and is committed to implementing **efficient water conservation and wastewater management strategies**. By integrating innovative water-saving solutions and promoting awareness, the institution aims to reduce its environmental footprint and contribute to national sustainability goals.



Safe Drinking Water Policy
for
NFC Institute of Engineering and Technology (NFC-IET)

Quality Enhancement Cell
NFC Institute of Engineering and Technology, Multan.

1. Introduction

NFC-IET is committed to providing **safe and clean drinking water** to all students, faculty, and staff. Given the **institute's proximity to Pak Arab Fertilizer Corporation (Fatima Fertilizer)** and potential water contamination risks, a structured policy is essential to ensure **health and safety standards** in compliance with **Government of Pakistan regulations**.

2. Objectives

1. To ensure **access to safe, clean, and potable drinking water** across the campus.
2. To implement **regular water quality testing and monitoring systems**.
3. To establish **filtration and purification systems** to remove potential contaminants.
4. To promote **awareness and best practices** for water safety and hygiene.
5. To comply with **national drinking water safety standards**.

3. Water Quality Monitoring and Testing

- Regular **water quality assessments** will be conducted to detect contaminants, particularly **industrial pollutants from nearby fertilizer plants**.
- Installation of **automated monitoring systems** to track water quality in real time.
- Coordination with **environmental agencies and government bodies** for compliance with safety standards.

4. Water Filtration and Purification Systems

- Deployment of **Reverse Osmosis (RO) plants** in key areas of the campus.
- Regular **maintenance and replacement of water filtration units**.
- Adoption of **ultraviolet (UV) and activated carbon filtration** to eliminate harmful substances.

5. Safe Water Storage and Distribution

- Ensuring **hygienic storage of drinking water** in covered and clean containers.
- Installation of **stainless-steel water coolers with filtration units** in student areas.
- Routine **disinfection of water tanks and pipelines** to prevent bacterial contamination.

6. Awareness and Training Programs

- Conducting **workshops and training sessions** on water safety and hygiene.
- Encouraging **students and staff to report water quality concerns**.
- Displaying **awareness posters and digital notifications** on safe water usage.

7. Compliance and Monitoring

- NFC-IET will adhere to **Government of Pakistan guidelines** on drinking water safety.

- Establishment of a **Water Safety and Quality Assurance Committee** to oversee policy implementation.
- Submission of **bi-annual water quality reports** to QEC.
- Immediate **corrective actions in case of water contamination** incidents.

8. Conclusion

NFC-IET recognizes the importance of **safe drinking water** and is committed to ensuring its **availability, quality, and sustainability**. This policy aims to protect the **health and well-being of students and staff**, particularly considering the institute's location near **Pak Arab Fertilizer Corporation (Fatima Fertilizer)**, ensuring compliance with **national and international water safety standards**.



Renewable Energy and Energy Efficiency Policy
for
NFC Institute of Engineering and Technology (NFC-IET)

Quality Enhancement Cell
NFC Institute of Engineering and Technology, Multan.

1. Introduction

NFC-IET is dedicated to promoting **renewable energy adoption, energy efficiency, and sustainable electricity management** to reduce dependence on fossil fuels and minimize environmental impact. This policy focuses on the **transition to solar energy and effective electricity management** in compliance with **Government of Pakistan guidelines**, contributing to **SDG 7 – Affordable and Clean Energy**.

2. Objectives

1. To **increase the use of solar energy** as a primary renewable energy source for campus operations.
2. To implement **energy efficiency measures** for optimized electricity consumption.
3. To develop **energy resource management and distribution plan and implementation**.
4. To establish a **sustainable energy management system** for monitoring and reducing energy waste.
5. To encourage **research and innovation in renewable energy technologies**.
6. To ensure **compliance with national and international clean energy policies**.

3. Scope of Policy

This policy applies to:

- **Infrastructure, Academic and administrative buildings, research centers, and hostels.**
- **Energy Resource Management and Distribution within campus and allied buildings.**
- **Electrical energy consumption, power generation, and efficiency measures.**
- **Renewable energy projects, including solar power installations.**
- **Collaboration with industry, government, and research institutions for energy initiatives.**

4. Renewable Energy and Energy Efficiency Strategies

- **Solar Energy Transition** – Installing **solar panels** on campus to generate electricity and reduce grid dependency.
- **Energy-Efficient Infrastructure** – Implementing **LED lighting, smart HVAC systems, and energy-efficient appliances**.
- **Electricity Usage Optimization** – Introducing **automated energy monitoring systems** for effective management.
- **Sustainable Transportation Initiatives** – Supporting **electric vehicle charging stations** and promoting low-energy mobility solutions.
- **Research and Development** – Encouraging **faculty and student projects in solar energy and sustainable power solutions**.

5. Implementation and Monitoring

- Establishment of an **Energy Efficiency Committee (EEC)** to oversee policy execution.

- Regular **energy audits** and **solar efficiency assessments** to track progress.
- Compliance with **HEC, Government of Pakistan, and international clean energy frameworks**.
- Submission of **annual reports on energy efficiency and renewable energy adoption** to regulatory bodies.

6. Compliance and Partnerships

- NFC-IET will adhere to **govt. renewable energy guidelines and national clean energy policies**.
- Collaboration with **solar energy providers, government agencies, and research institutions**.
- Ensuring **transparent and accountable processes** in implementing energy efficiency initiatives.

7. Conclusion

NFC-IET is committed to **becoming a leader in renewable energy adoption and energy efficiency** through **solar energy integration and sustainable electricity management**. This policy contributes to **SDG 7 – Affordable and Clean Energy**, ensuring a **green, energy-efficient, and environmentally responsible future** for the institution.



Carbon Footprint Reduction Policy

for

NFC Institute of Engineering and Technology (NFC-IET)

Quality Enhancement Cell

NFC Institute of Engineering and Technology, Multan.

1. Introduction

NFC-IET is committed to minimizing its **carbon footprint** by adopting **sustainable energy practices, efficient resource management, and eco-friendly campus initiatives**. This policy aligns with **SDG 7 – Affordable and Clean Energy** and complies with **HEC and Government of Pakistan guidelines** to promote a **low-carbon, energy-efficient, and environmentally responsible institution**.

2. Objectives

1. To reduce **carbon emissions** through sustainable energy practices and conservation efforts.
2. To promote the **use of renewable energy sources**, including solar and wind energy, for campus operations.
3. To implement **energy efficiency measures** in buildings, laboratories, and other infrastructure.
4. To foster a **culture of environmental responsibility** among students, faculty, and staff.
5. To ensure **compliance with national and international environmental standards**.
6. To conduct research inline with the concept to minimizing **carbon footprint** by adopting **sustainable energy practices, efficient resource management, and eco-friendly initiatives** aligned with **SDG 7, SDG9, SDG11 and SDG17**.

3. Scope of Policy

This policy applies to:

- **All academic and administrative buildings, hostels, and research centers.**
- **Energy consumption in laboratories, classrooms, and offices.**
- **Transportation, waste management, and procurement processes.**
- **Collaboration with industries and research institutions for sustainability projects.**

4. Carbon Footprint Reduction Strategies

- **Renewable Energy Integration** – Installing solar panels, wind turbines, and battery storage systems.
- **Energy-Efficient Infrastructure** – Implementing LED lighting, smart HVAC systems, and green building designs.
- **Sustainable Transportation** – Encouraging bicycle use, carpooling, and electric vehicle charging stations.
- **Waste Management and Recycling** – Reducing landfill waste through recycling and composting.
- **Awareness and Education** – Conducting workshops, research projects, and sustainability campaigns.

5. Implementation and Monitoring

- Establishment of a **Carbon Footprint Reduction Committee (CFRC)** to oversee policy execution.
- Regular **carbon audits and sustainability assessments** to track progress.
- Compliance with **HEC, Government of Pakistan, and international sustainability frameworks.**
- Submission of **annual reports on carbon reduction initiatives** to regulatory bodies.

6. Compliance and Partnerships

- NFC-IET will adhere to **HEC energy efficiency standards and national environmental laws.**
- Collaboration with **renewable energy providers, environmental organizations, and research institutions.**
- Ensuring a **transparent and accountable process** in implementing sustainability initiatives.

7. Conclusion

NFC-IET is dedicated to **reducing its carbon footprint** and becoming a **leader in clean energy adoption and environmental sustainability.** This policy ensures a **greener, more energy-efficient campus,** contributing to **SDG 7 – Affordable and Clean Energy** and a **sustainable future** for all.



Workplace Rights and Employment Policy

for

NFC Institute of Engineering and Technology (NFC-IET)

Quality Enhancement Cell

NFC Institute of Engineering and Technology, Multan.

1. Introduction

NFC-IET is committed to upholding **workplace rights, fair employment practices, and equal opportunities** for all employees. This policy ensures a **safe, inclusive, and productive work environment** that aligns with the principles of **SDG 8 – Decent Work and Economic Growth** and complies with **HEC and Government of Pakistan labour laws**. NFC-IET is also bound to follow the laws as mentioned in approved NFC-IET Acts & Statutes.

2. Objectives

1. To promote **fair employment practices, non-discrimination, and equal opportunity** for all employees.
2. To ensure **safe and healthy working conditions** for faculty, staff, lower staff, and administrative personnel.
3. To protect employees' **rights to fair wages, benefits, and job security**.
4. To provide **grievance redressal mechanisms** for addressing workplace issues.
5. To foster a culture of **professional development, ethical conduct, and employee well-being**.

3. Scope of Policy

This policy applies to:

- **Faculty, administrative staff, and support personnel** employed at NFC-IET.
- **Contractual and permanent employees** working under institutional policies.
- **External consultants and third-party service providers** engaged by the institution.

4. Workplace Rights and Employment Standards

- **Equal Employment Opportunity** – Ensuring hiring and promotions are based on merit, qualifications, and performance.
- **Non-Discrimination and Inclusivity** – Preventing discrimination based on gender, ethnicity, religion, or disability.
- **Fair Wages and Benefits** – Providing competitive salaries, bonuses, and allowances as per labor laws.
- **Safe Working Environment** – Implementing health and safety protocols, fire safety measures, and emergency response plans.
- **Workplace Ethics and Professional Conduct** – Enforcing ethical standards, anti-harassment policies, and professional behavior.

5. Employee Welfare and Professional Development

- **Training and Capacity Building** – Offering workshops, seminars, and skill enhancement programs.
- **Work-Life Balance Initiatives** – Providing leave policies, flexible work arrangements, and mental health support.

- **Retirement and Pension Benefits** – Ensuring financial security through provident funds, gratuity, and retirement planning.

6. Grievance Redressal and Conflict Resolution

- Establishment of a **Workplace Rights and Employment Committee (WREC)** to address employee concerns.
- Confidential reporting mechanisms for **harassment, discrimination, and workplace grievances**.
- Regular audits and employee feedback surveys to improve workplace conditions.

7. Compliance and Monitoring

- NFC-IET will ensure adherence to **HEC guidelines, Government of Pakistan labor laws, and SDG 8 principles**.
- Conducting **periodic assessments** to evaluate employment practices and workplace conditions.
- Submission of **annual reports on workplace rights and employment policies** to regulatory bodies.

8. Conclusion

NFC-IET is committed to maintaining a **fair, inclusive, and progressive work environment** where employees are **empowered, protected, and supported**. This policy strengthens **decent work practices, economic growth, and employee well-being**, contributing to **SDG 8 – Decent Work and Economic Growth**.



Internship and Entrepreneurship Policy

for

NFC Institute of Engineering and Technology (NFC-IET)

Quality Enhancement Cell

NFC Institute of Engineering and Technology, Multan.

1. Introduction

NFC-IET is committed to equipping students and faculty with **practical skills, industry exposure, and entrepreneurial mindset** to foster innovation and economic growth. This policy aims to provide structured **internship opportunities** and **entrepreneurship support programs** in compliance with **HEC and Government of Pakistan guidelines**, contributing to **Sustainable Development Goal (SDG) 8 – Decent Work and Economic Growth**.

2. Objectives

1. To facilitate **internship placements** for students in reputed industries, businesses, and research organizations.
2. To promote **entrepreneurial culture** by supporting startups, incubation centers, and business development.
3. To encourage **faculty engagement in industry collaborations, research commercialization, and entrepreneurial ventures**.
4. To bridge the gap between **academia and industry**, ensuring students gain **hands-on experience** before graduation.
5. To enhance **employment prospects, business innovation, and economic sustainability**.

3. Scope of Policy

This policy applies to:

- **Undergraduate and postgraduate students** seeking internships and entrepreneurial guidance.
- **Faculty members** involved in industry projects, research commercialization, and startup mentoring.
- **Industry and business partners** collaborating with NFC-IET for internship placements and startup incubation.
- **University administration and career services departments** facilitating student and faculty engagement in professional growth.

4. Internship Policy and Guidelines

- **Mandatory Internship Requirements** – Students must complete a **minimum number of internship hours** as part of their degree program.
- **Industry Collaboration** – NFC-IET will establish **MoUs with industries** to ensure **internship placements**.
- **Internship Evaluation and Certification** – Students must submit **internship reports**, undergo assessment, and receive certification upon successful completion.
- **Paid and Unpaid Internships** – NFC-IET will encourage **stipend-based internships** to support students financially.
- **Internship Monitoring** – Faculty and career services will oversee student progress and employer feedback.

5. Entrepreneurship Development Initiatives

- **Startup Incubation Support** – Establishment of an **Incubation Center** to assist students and faculty in launching startups.
- **Seed Funding and Grants** – Providing financial assistance and linking entrepreneurs with funding agencies.
- **Entrepreneurship Training Programs** – Conducting workshops on **business development, financial management, and marketing strategies**.
- **Mentorship and Networking** – Connecting students with **successful entrepreneurs, industry experts, and investors**.
- **Research Commercialization** – Encouraging faculty-led startups based on innovative research outcomes.

6. Implementation and Monitoring

- Establishment of an **Internship and Entrepreneurship Committee (IEC)** to oversee policy execution.
- Regular **career fairs, industry linkages, and networking events**.
- Compliance with **HEC internship and entrepreneurship development guidelines**.
- Submission of **annual internship and entrepreneurship impact reports** to regulatory authorities.

7. Compliance and Partnerships

- NFC-IET will ensure adherence to **HEC policies, SDG 8 framework, and Government of Pakistan economic growth initiatives**.
- Collaboration with **corporate sectors, government agencies, and venture capital firms**.
- Transparent processes ensuring **equal access to internship and entrepreneurship opportunities for all students and faculty**.

8. Conclusion

NFC-IET is dedicated to **preparing students for professional success and empowering faculty in research-driven entrepreneurship**. This policy ensures a **structured approach to internships, innovation, and economic development**, supporting **SDG 8 – Decent Work and Economic Growth** through academia-industry collaboration.



Research, Development, Commercialization and Innovation Policy

for

NFC Institute of Engineering and Technology (NFC-IET)

Quality Enhancement Cell

NFC Institute of Engineering and Technology, Multan.

1. Introduction

NFC-IET is committed to fostering a culture of **research, innovation, and commercialization** to advance knowledge, technological development, and societal impact. This policy is designed to strengthen **research excellence, industry collaboration, and innovation-driven commercialization** in alignment with **HEC and Government of Pakistan guidelines**. The policy is implemented with the support of the **Office of Research, Innovation, and Commercialization (ORIC)** and the **Quality Enhancement Cell (QEC)** to ensure both research excellence and academic quality.

2. Objectives

1. To **promote research activities** across all disciplines, encouraging faculty and students to engage in impactful studies.
2. To facilitate **innovation, technology transfer, and commercialization** of research outputs through ORIC.
3. To ensure **research quality, academic integrity, and compliance** with HEC standards through QEC.
4. To establish **collaborative research partnerships** with industry, academia, and international institutions.
5. To secure **external research funding** and provide grants for faculty and student-led research projects.
6. To support **intellectual property (IP) protection, patents, and entrepreneurship**.
7. To promote **entrepreneurial culture** by supporting startups, incubation centres, and business development.
8. To develop research centres, incubation centres and centre of excellence for research and innovation.

3. Scope of Policy

This policy applies to:

- **Faculty, researchers, and students engaging in research and development.**
- **Collaborative research projects with industries, government bodies, and international partners.**
- **Technology incubation, startups, and commercialization of research-based innovations.**
- **Research publications, ethical considerations, and academic integrity.**

4. Key Areas of Research, Development, and Innovation

- **Research Funding and Grants** – Facilitating access to national and international research funding.

- **Technology Innovation and Commercialization** – Supporting technology transfer, product development, and startup incubation.
- **Interdisciplinary and Applied Research** – Encouraging problem-solving research with real-world applications.
- **Intellectual Property Rights (IPR) and Patents** – Assisting faculty and students in patenting and protecting innovations.
- **Publication and Research Quality Assurance** – Ensuring high-impact publications through QEC oversight.
- **Industry-Academia Collaboration** – Strengthening partnerships with industries for research-driven solutions.

5. Implementation and Monitoring

- **ORIC will oversee research commercialization, innovation, and technology transfer initiatives.**
- **QEC will ensure research quality, compliance with HEC standards, and integrity in academic publications.**
- Establishment of a **Research Review Committee (RRC)** to evaluate project proposals and funding opportunities.
- Regular **research performance audits and impact assessments.**
- Organizing CPD, **guest lectures, workshops, webinar, seminars, and conferences** to promote research culture.

6. Compliance and Partnerships

- NFC-IET will ensure adherence to **HEC research policies, ethical guidelines, and funding regulations.**
- The institution will collaborate with **national and international research organizations, industries, and funding agencies.**
- Annual submission of **research performance reports** to HEC and relevant bodies.

7. Conclusion

Through this policy, NFC-IET aims to establish itself as a **leading research-driven institution**, fostering **innovation, industry collaboration, and academic excellence**. By leveraging the expertise of **ORIC for commercialization** and **QEC for quality assurance**, the institution will contribute to **scientific advancements and economic development** in Pakistan.



Public-Private Partnership Policy

for

NFC Institute of Engineering and Technology (NFC-IET)

Quality Enhancement Cell

NFC Institute of Engineering and Technology, Multan.

1. Introduction

NFC-IET recognizes the importance of **collaborating with the private sector** to enhance educational opportunities, research initiatives, and infrastructure development. This **Public-Private Partnership (PPP) Policy** aims to foster **mutually beneficial collaborations** between the institution and private entities to drive innovation, industry relevance, and sustainable growth, in compliance with **HEC and Government of Pakistan guidelines**.

2. Objectives

1. To establish **strategic alliances with industries, corporate organizations, and private institutions** for academic and research advancements based on Joint or Individual partnership.
2. To facilitate **joint research projects, knowledge transfer, and commercialization of innovations**.
3. To enhance **funding opportunities through private sector investments** in infrastructure, scholarships, and faculty development programs.
4. To provide students with **internships, industrial training, and employment opportunities** through industry linkages.
5. To promote **entrepreneurship and startup incubation** by engaging private stakeholders.
6. Joint Partnership between Public sector and Private sector institutes.

3. Scope of Policy

This policy applies to:

- **Academic collaborations** (research partnerships, curriculum enhancement, faculty exchanges).
- **Infrastructure development** (sponsorships, technology parks, innovation hubs).
- **Internship and job placement programs** for students in collaboration with industry.
- **Funding and scholarships** from private organizations.
- **Entrepreneurial and startup support initiatives**.

4. Key Areas of Public-Private Collaboration

- **Research and Development (R&D) Partnerships** – Encouraging joint projects, patents, and technology commercialization.
- **Industrial Training and Internship Programs** – Providing hands-on learning experiences for students.
- **Funding and Investment in Education** – Facilitating endowments, grants, and scholarships.
- **Technology Transfer and Innovation** – Bridging academia and industry through applied research.
- **Infrastructure Development** – Establishing research centers, labs, and campus facilities with private sector collaboration.

5. Implementation and Monitoring

- Formation of a **PPP Committee** to identify, evaluate, and manage partnerships.
- Regular **stakeholder meetings and agreements** to ensure effective collaboration.
- Compliance with **HEC, national laws, and global best practices**.
- Submission of **annual reports on PPP initiatives** to regulatory bodies.

6. Compliance and Partnerships

- NFC-IET will adhere to **HEC guidelines and national PPP frameworks**.
- Collaboration with **government agencies, corporate partners, and international organizations**.
- Transparent governance to ensure **fair, ethical, and result-oriented partnerships**.

7. Conclusion

Through this policy, NFC-IET aims to leverage **public-private partnerships** to enhance **academic excellence, industry collaboration, and institutional development**. By fostering meaningful relationships with private entities, the institution is committed to **bridging the gap between academia and industry for a sustainable and knowledge-driven future**.



Inclusion and Accessibility Policy

(Reduced Inequalities-For students from marginalized communities)

for

NFC Institute of Engineering and Technology (NFC-IET)

Quality Enhancement Cell

NFC Institute of Engineering and Technology, Multan.

1. Introduction

NFC-IET is committed to ensuring **equal access to education and opportunities** for students from **marginalized communities, differently-abled individuals, and underprivileged backgrounds**. This policy promotes **inclusive education, accessibility improvements, and equitable opportunities** in compliance with the **Higher Education Commission (HEC) and Government of Pakistan guidelines** and aligns with **Sustainable Development Goal (SDG) 10 – Reduced Inequalities** by working to eliminate disparities in higher education.

2. Objectives

1. To provide **equal educational opportunities** for students from marginalized and underprivileged backgrounds.
2. To implement **accessible infrastructure** for differently-abled students.
3. To ensure **non-discrimination** and foster a **diverse and inclusive learning environment**.
4. To offer **financial aid, scholarships, and support programs** for students facing economic hardships.
5. To integrate **inclusive education practices** into academic and administrative policies.
6. To promote **social inclusion and economic empowerment** in alignment with **SDG 10 – Reduced Inequalities**.

3. Scope of Policy

This policy applies to:

- **Students from marginalized and disadvantaged communities.**
- **Differently-abled individuals requiring physical and learning accommodations.**
- **Underprivileged students in need of financial and academic support.**
- **All faculty, staff, and administrative personnel ensuring policy enforcement.**

4. Inclusion and Accessibility Measures

- **Accessible Campus Infrastructure** – Ramps, elevators, wheelchair-friendly pathways, accessible restrooms, and assistive technologies in classrooms.
- **Scholarships and Financial Aid** – Reserved seats, tuition waivers, and stipends for marginalized students.
- **Support Services** – Counseling, mentorship, career guidance, and special assistance for students with disabilities.
- **Non-Discrimination Policy** – Zero tolerance for discrimination based on **gender, disability, ethnicity, or economic status**.
- **Special Learning Support** – Braille resources, sign language interpreters, and digital accessibility tools.

5. Implementation and Monitoring

- Establishment of an **Inclusion and Accessibility Committee (IAC)** to oversee policy execution.
- Conducting **periodic accessibility audits** and making necessary improvements.
- Ensuring compliance with **HEC and Government of Pakistan policies on inclusive education.**
- Organizing **awareness campaigns, workshops, and training sessions** for faculty and staff.

6. Compliance and Partnerships

- NFC-IET will collaborate with **government agencies, NGOs, and advocacy groups** for inclusive education initiatives.
- The institution will ensure **compliance with national accessibility laws and HEC guidelines.**
- Submission of **annual reports on inclusion and accessibility efforts** to regulatory authorities.

7. Conclusion

NFC-IET is dedicated to **creating an inclusive and accessible learning environment** where students from all backgrounds receive **equal opportunities and support** to succeed. This policy ensures **education without barriers, fostering diversity, equity, and social justice**, in alignment with **SDG 10 – Reduced Inequalities.**



Urban Sustainability and Green Campus Policy

for

NFC Institute of Engineering and Technology (NFC-IET)

Quality Enhancement Cell

NFC Institute of Engineering and Technology, Multan.

1. Introduction

NFC-IET is committed to fostering **urban sustainability and a green campus environment** through sustainable infrastructure, energy conservation, biodiversity preservation, and eco-friendly practices. This policy aligns with national and global sustainability standards to minimize the institution's environmental footprint and contribute to a healthier, greener future.

2. Objectives

1. To implement **environmentally sustainable practices** across all campus operations.
2. To promote **green infrastructure and eco-friendly building designs**.
3. To enhance **energy efficiency and reduce carbon footprint** through renewable energy adoption.
4. To encourage **waste reduction, recycling, and responsible resource consumption**.
5. To integrate **sustainability education and awareness programs** for students and faculty.
6. To ensure compliance with **HEC and Government of Pakistan environmental policies**.

3. Scope of Policy

This policy applies to:

- **Campus infrastructure, urban planning, repair and maintenance.**
- **Energy consumption and conservation initiatives**
- **Waste management and water conservation**
- **Transportation, mobility, and pollution control measures**
- **Biodiversity conservation and green spaces**
- **Sustainability research and academic programs**

4. Urban Sustainability and Green Campus Initiatives

- **Green Building Design** – Promoting energy-efficient architecture and sustainable construction materials.
- **Renewable Energy Usage** – Implementing solar power, LED lighting, and energy-efficient systems.
- **Sustainable Transportation** – Encouraging cycling, carpooling, and electric vehicle (EV) infrastructure.
- **Water Conservation Measures** – Installing rainwater harvesting systems and low-flow fixtures.
- **Urban Green Spaces** – Developing parks, gardens, and tree plantations to improve air quality and biodiversity.
- **Smart Waste Management** – Implementing composting, recycling stations, and plastic-free initiatives.

5. Implementation and Monitoring

- Establishment of a **Sustainability and Green Campus Committee (SGCC)** to oversee initiatives.
- Conducting **annual sustainability audits** to measure progress and environmental impact.
- Collaboration with **government agencies, NGOs, and research institutions** for green initiatives.
- Organizing **workshops, awareness campaigns, and sustainability courses** for students and staff.

6. Compliance and Partnerships

- NFC-IET will ensure compliance with **HEC, Government of Pakistan, and international sustainability frameworks**.
- Strengthening collaborations with **urban planners, environmentalists, and industry experts**.
- Submission of **annual environmental and sustainability reports** to regulatory bodies.

7. Conclusion

NFC-IET is dedicated to **urban sustainability and creating a green campus environment** that promotes **eco-friendly practices, sustainable urban development, and environmental responsibility**. This policy ensures a **greener, cleaner, and more sustainable future** for students, faculty, and the broader community.



Waste Management and Recycling Policy

for

NFC Institute of Engineering and Technology (NFC-IET)

Quality Enhancement Cell

NFC Institute of Engineering and Technology, Multan.

1. Introduction

NFC-IET is committed to promoting **sustainable waste management and recycling practices** to minimize environmental impact, enhance resource efficiency, and ensure compliance with national and global sustainability standards. This policy outlines guidelines for effective **waste reduction, segregation, disposal, and recycling initiatives** within the institution.

2. Objectives

1. To implement a **comprehensive waste management system** to reduce landfill waste.
2. To promote **recycling and reuse** of materials to support environmental sustainability.
3. To educate and engage **students, faculty, and staff** in responsible waste disposal practices.
4. To ensure compliance with **national environmental regulations and HEC guidelines**.
5. To foster **research and innovation in sustainable waste management solutions**.

3. Scope of Policy

This policy applies to all stakeholders within NFC-IET, including:

- **Students, faculty, and administrative staff**
- **Campus facilities, hostels, laboratories, and cafeterias**
- **Construction and maintenance activities**
- **Vendors, contractors, and external service providers**

4. Waste Management Strategies

- **Waste Segregation at Source** – Establishing designated bins for **organic waste, recyclables, electronic waste (e-waste), and hazardous waste**.
- **Recycling and Composting Initiatives** – Encouraging **paper, plastic, and metal recycling** and promoting composting of organic waste.
- **E-Waste Management** – Implementing responsible disposal and recycling of **electronic waste** to prevent environmental hazards.
- **Sustainable Procurement** – Encouraging the use of **eco-friendly materials and biodegradable products**.
- **Reduction of Single-Use Plastics** – Phasing out non-recyclable plastics on campus.

5. Implementation and Monitoring

- Establishment of a **Waste Management Committee (WMC)** to oversee policy implementation.
- Regular **waste audits and assessments** to track progress and identify areas for improvement.
- Collaboration with **municipal authorities and recycling organizations** for proper waste disposal.
- Conducting **workshops, awareness campaigns, and training programs** on sustainable waste practices.

6. Compliance and Partnerships

- NFC-IET will ensure adherence to **HEC and Government of Pakistan environmental laws.**
- Strengthening partnerships with **local and international waste management agencies.**
- Submission of **annual sustainability and waste management reports** to regulatory bodies.

7. Conclusion

NFC-IET is dedicated to maintaining an **eco-friendly and sustainable campus** through responsible waste management and recycling practices. This policy supports institutional efforts to **reduce environmental impact, conserve resources, and promote a green future.**



Carbon Emissions Reduction and Climate Resilience Policy

for

NFC Institute of Engineering and Technology (NFC-IET)

Quality Enhancement Cell

NFC Institute of Engineering and Technology, Multan.

1. Introduction

NFC-IET is committed to minimizing **carbon emissions and enhancing climate resilience** through sustainable practices, research, and institutional policies. This policy aligns with the **Higher Education Commission (HEC) and Government of Pakistan's climate action initiatives** to reduce environmental impact and promote a low-carbon future.

2. Objectives

1. To implement **strategies for reducing greenhouse gas (GHG) emissions** on campus.
2. To enhance **energy efficiency and transition to renewable energy sources**.
3. To promote **climate resilience through sustainable infrastructure and adaptive strategies**.
4. To integrate **climate action principles** into research, education, and community outreach.
5. To ensure compliance with **HEC and national climate change policies**.

3. Scope of Policy

This policy applies to:

- **Energy Use and Efficiency** – Reducing reliance on fossil fuels, optimizing energy consumption, and promoting renewable energy solutions.
- **Sustainable Campus Infrastructure** – Implementing green building practices, improving waste management, and enhancing green spaces.
- **Transportation and Mobility** – Encouraging low-carbon transport options such as cycling, carpooling, and electric vehicles.
- **Research and Academic Integration** – Supporting climate-related research, offering environmental sustainability courses, and engaging students in climate action projects.

4. Carbon Emissions Reduction Strategies

- **Transition to Solar and Renewable Energy** – Increasing solar panel installations and using energy-efficient technologies.
- **Energy Conservation Programs** – Implementing LED lighting, smart HVAC systems, and energy audits.
- **Sustainable Transportation Initiatives** – Encouraging eco-friendly commuting and reducing fossil fuel dependency.
- **Waste Management and Circular Economy** – Reducing carbon footprint through recycling, composting, and minimizing waste generation.
- **Afforestation and Green Campus Initiatives** – Expanding tree plantations and green spaces to enhance carbon sequestration.

5. Climate Resilience and Adaptation Measures

- **Rainwater Harvesting and Water Conservation** – Enhancing water efficiency and reducing climate-related water risks.

- **Disaster Risk Reduction Planning** – Strengthening campus infrastructure to withstand climate-related disasters.
- **Educational Awareness Programs** – Conducting seminars, workshops, and community engagement initiatives on climate action.

6. Implementation and Monitoring

- Establishment of a **Carbon Emissions Reduction and Climate Resilience Committee (CERCRC)** to oversee policy execution.
- Regular **carbon footprint assessments and environmental audits**.
- Compliance with **HEC and national environmental regulations**.
- Submission of **annual sustainability and carbon reduction reports** to regulatory authorities.

7. Compliance and Partnerships

- NFC-IET will collaborate with **government agencies, environmental organizations, and research institutions** for climate resilience projects.
- The institution will ensure adherence to **national climate policies, HEC guidelines, and global sustainability frameworks**.

8. Conclusion

NFC-IET is dedicated to becoming a **low-carbon and climate-resilient institution** through sustainable initiatives, renewable energy adoption, and climate-conscious education. This policy ensures proactive participation in **national and global efforts to combat climate change** while fostering environmental responsibility within the academic community.



Biodiversity and Conservation Policy

for

NFC Institute of Engineering and Technology (NFC-IET)

Quality Enhancement Cell

NFC Institute of Engineering and Technology, Multan.

1. Introduction

NFC-IET is committed to **protecting biodiversity and promoting environmental conservation** through sustainable practices, research, and awareness initiatives. This policy aligns with the **Higher Education Commission (HEC) and Government of Pakistan's environmental sustainability guidelines** to preserve natural ecosystems and enhance ecological balance.

2. Objectives

1. To promote **sustainable environmental practices** within the institution.
2. To conserve and enhance **local biodiversity** by protecting plant and animal species.
3. To integrate **biodiversity conservation principles** into academic research and campus development.
4. To raise awareness and educate students, faculty, and staff on **environmental responsibility**.
5. To comply with **HEC and national environmental policies** for ecological sustainability.

3. Scope of Policy

This policy applies to:

- **Campus Development and Landscaping** – Ensuring green spaces, tree plantations, and water-efficient landscaping.
- **Academic and Research Initiatives** – Promoting research on biodiversity conservation and climate resilience.
- **Waste Management and Pollution Control** – Reducing environmental impact through proper waste disposal and eco-friendly practices.
- **Community Engagement** – Collaborating with local organizations and government agencies for environmental protection projects.

4. Biodiversity Conservation Strategies

- **Tree Plantation Drives** – Increasing green cover on campus and surrounding areas.
- **Wildlife Protection Measures** – Ensuring that campus development does not disrupt local fauna.
- **Water Conservation Initiatives** – Promoting rainwater harvesting and efficient water use.
- **Sustainable Waste Management** – Implementing recycling and reducing plastic usage.
- **Integration in Curriculum** – Offering courses and research opportunities in environmental conservation.

5. Implementation and Monitoring

- Establishment of a **Biodiversity and Conservation Committee (BCC)** to oversee implementation.
- Regular **environmental impact assessments** to track policy effectiveness.
- Compliance with **HEC and national environmental regulations**.

- Submission of **annual biodiversity and sustainability reports** to regulatory authorities.

6. Compliance and Partnerships

- NFC-IET will collaborate with **environmental agencies, NGOs, and research institutions** for biodiversity conservation projects.
- The institution will adhere to **national environmental laws, HEC guidelines, and international sustainability frameworks**.

7. Conclusion

NFC-IET is dedicated to fostering an **environmentally responsible campus** through **biodiversity conservation, sustainable practices, and ecological awareness**. This policy ensures a **green, eco-friendly, and sustainable learning environment**, contributing to national and global environmental goals.



Anti-Corruption and Ethical Conduct Policy

for

NFC Institute of Engineering and Technology (NFC-IET)

Quality Enhancement Cell

NFC Institute of Engineering and Technology, Multan.

1. Introduction

NFC-IET is committed to maintaining the highest standards of **integrity, transparency, and ethical conduct** in all institutional activities. This policy aims to **prevent, detect, and address corruption** while fostering a culture of **accountability and ethical responsibility** in compliance with the **Higher Education Commission (HEC) and Government of Pakistan guidelines**.

2. Objectives

1. To promote **ethical behavior and integrity** among students, faculty, and staff.
2. To **prevent corruption, bribery, and fraudulent practices** in academic and administrative functions.
3. To establish a **transparent mechanism for reporting and addressing unethical conduct**.
4. To ensure compliance with **HEC, Government of Pakistan, and international anti-corruption standards**.
5. To instill a culture of **responsibility, honesty, and accountability** at NFC-IET.

3. Scope of Policy

This policy applies to all stakeholders, including:

- **Students** (academic integrity, plagiarism, misconduct).
- **Faculty and Staff** (research ethics, bribery, favoritism, fraud).
- **Administrative Personnel** (procurement, financial transparency, admissions).
- **External Contractors and Partners** (fair and transparent dealings).

4. Ethical Conduct Guidelines

- **Zero Tolerance for Corruption** – No form of bribery, fraud, or misrepresentation will be tolerated.
- **Transparency in Decision-Making** – All institutional decisions shall be made with fairness and objectivity.
- **Accountability in Resource Management** – Proper use of funds, resources, and procurement processes.
- **Academic Integrity** – Prevention of plagiarism, cheating, and research misconduct.
- **Equal Opportunity and Fair Treatment** – Merit-based hiring, admissions, and promotions.

5. Reporting Mechanism for Corruption and Misconduct

- Establishment of an **Anti-Corruption and Ethics Committee (ACEC)** to oversee policy enforcement.
- Anonymous **whistleblowing channels** for reporting corruption and misconduct.
- **Confidential investigation process** ensuring protection for whistleblowers.
- Implementation of **corrective measures and disciplinary actions** based on findings.

6. Preventive Measures and Awareness

- Regular **workshops and training sessions** on ethical behavior and anti-corruption policies.
- Integration of **ethics and governance modules** into academic curricula.
- Development of **institutional code of conduct** outlining responsibilities and expected behavior.

7. Compliance and Monitoring

- NFC-IET will ensure full compliance with **HEC and Government of Pakistan anti-corruption policies**.
- Regular audits and reviews to assess policy effectiveness.
- Submission of **annual integrity and compliance reports** to regulatory bodies.

8. Conclusion

NFC-IET is committed to fostering an environment of **integrity, ethical behavior, and transparency**. Through this **Anti-Corruption and Ethical Conduct Policy**, the institution aims to create a corruption-free academic and administrative culture, reinforcing its commitment to **good governance and excellence**.



Academic Freedom and Governance

for

NFC Institute of Engineering and Technology (NFC-IET)

Quality Enhancement Cell

NFC Institute of Engineering and Technology, Multan.

1. Introduction

NFC-IET is committed to upholding **academic freedom and governance** as fundamental principles of higher education. This policy ensures a balance between **institutional autonomy, faculty independence, and regulatory compliance**, in alignment with the **Higher Education Commission (HEC) and Government of Pakistan guidelines**.

2. Objectives

1. To protect **academic freedom** in teaching, research, and discourse without external interference.
2. To establish **transparent governance structures** that promote accountability and ethical leadership.
3. To ensure **faculty rights, responsibilities, and professional growth** in a free academic environment.
4. To enhance **student participation** in academic decision-making and institutional governance.
5. To comply with **HEC and national higher education policies** regarding academic independence and governance.

3. Academic Freedom

- Faculty members shall have the right to **freedom of expression in research, teaching, and publication**.
- Encouragement of **interdisciplinary research, innovation, and open discourse**.
- Protection of **intellectual property rights and academic integrity**.
- Safeguarding against **censorship, political influence, and undue restrictions on academic content**.

4. Institutional Governance

- Establishment of a **Governing Body and Academic Council** for transparent decision-making.
- Compliance with **HEC-mandated governance models** for institutional autonomy.
- Regular **policy reviews and faculty participation** in governance committees.
- Promotion of **merit-based appointments and leadership selection processes**.

5. Student Rights and Participation

- Students shall have **representation in academic and administrative decision-making bodies**.
- Policies ensuring **freedom of thought, expression, and peaceful assembly** within legal and ethical boundaries.
- Protection of students' **rights to academic expression without discrimination**.

6. Ethical Conduct and Accountability

- Adherence to **ethical research standards and responsible academic practices**.
- Establishment of an **Ombudsman Office** to address academic grievances and policy violations.
- Regular governance audits to ensure **compliance with national and international higher education standards**.

7. Compliance and Monitoring

- NFC-IET will align its academic policies with **HEC and Government of Pakistan regulations**.
- Annual **assessments of academic governance effectiveness**.
- Submission of reports on **academic freedom and governance compliance** to regulatory bodies.

8. Conclusion

NFC-IET is dedicated to fostering an environment where **academic freedom thrives, governance remains transparent, and all stakeholders participate in the continuous improvement of education and research**. This policy ensures that **faculty, students, and administrators** work together to maintain **academic excellence, institutional autonomy, and ethical leadership**.



Partnerships and Collaboration Policy for Achievements of SDGs

(National and International Partnerships and Collaboration)

(SDG 17 – Partnerships for the Goals)

for

NFC Institute of Engineering and Technology (NFC-IET)

Quality Enhancement Cell

NFC Institute of Engineering and Technology, Multan.

1. Introduction

NFC-IET recognizes the significance of **national and international collaborations** in enhancing academic excellence, research innovation, and global engagement. This policy ensures structured partnerships with **educational institutions, industries, research organizations, and government agencies** in compliance with the **Higher Education Commission (HEC) and Government of Pakistan** guidelines.

2. Objectives

1. To promote **academic partnerships** with leading institutions nationally and internationally.
2. To encourage **faculty and student exchange programs** for knowledge-sharing.
3. To enhance **joint research initiatives** in science, technology, engineering, and social sciences.
4. To establish **industrial linkages for internships, job placements, and collaborative projects**.
5. To ensure **global recognition** of NFC-IET through participation in international academic networks.
6. To align NFC-IET's collaborative efforts with **HEC's internationalization policies**.
7. To promote joint degree programs/research programs/certificates with national and international universities/Institutes/Organizations/Platforms.

3. National Collaboration Strategies

- Signing **Memorandums of Understanding (MoUs)** with universities, industries, and research bodies in Pakistan.
- Establishing **joint research labs and innovation centers** in collaboration with local institutions.
- Participating in **HEC-endorsed national academic networks and conferences**.
- Developing **curriculum enhancement programs** through partnerships with national stakeholders.
- Strengthening ties with **government agencies and NGOs** for community development projects.
- Arrangement of Internships/Job drives to enhance exposure of product of NFC-IET.

4. International Collaboration Strategies

- Establishing **bilateral agreements** with foreign universities for student and faculty exchanges.
- Collaborating on **joint research projects** with international funding agencies.
- Participation in **global academic consortia, conferences, and workshops**.
- Facilitating access to **scholarship and fellowship programs** for faculty and students.
- Ensuring alignment with **HEC's international collaboration guidelines** for higher education institutions.

5. Research and Innovation Partnerships

- Developing **multi-institutional research projects** addressing global challenges.
- Strengthening ties with **technology incubators and innovation hubs**.
- Encouraging **cross-border research funding opportunities** for faculty and students.
- Promoting **publication collaborations in high-impact journals**.

6. Governance and Implementation

- Establishment of a **Collaboration and Partnerships Committee (CPC)** to oversee agreements.
- Regular review of **MoUs, partnership agreements, and project outcomes**.
- Compliance with **HEC's policies on internationalization and global engagement**.
- Monitoring progress through **annual collaboration reports** submitted to relevant authorities.

7. Compliance and Monitoring

- NFC-IET shall ensure adherence to **HEC and Government of Pakistan regulations** regarding academic collaborations.
- Annual **assessment of partnerships' effectiveness and impact**.
- Engagement in **policy reviews and updates** to enhance collaborative efforts.

8. Conclusion

NFC-IET is committed to fostering **national and international collaborations** to strengthen academic and research excellence. Through structured partnerships, the institution aims to create **global learning opportunities, innovative research, and industrial linkages**, positioning itself as a leader in higher education.



Anti-Bullying Policy
for
NFC Institute of Engineering and Technology (NFC-IET)

Quality Enhancement Cell
NFC Institute of Engineering and Technology, Multan.

1. Purpose

The purpose of this policy is to ensure a safe, respectful, and inclusive environment at NFC-IET where all students, faculty, and staff can learn, teach, and work without fear of bullying, harassment, or intimidation. The institute is committed to fostering a culture of mutual respect, tolerance, and academic freedom.

2. Scope

This policy applies to:

- All students, faculty, administrative and support staff
- Visitors, vendors, contractors, and others participating in NFC-IET activities
- Both on-campus and off-campus activities, including field visits, hostel accommodations, and online/digital platforms

3. Definition of Bullying

Bullying is defined as **repeated, intentional, aggressive behavior** that involves an imbalance of power and is intended to **intimidate, harass, or humiliate** another person. It includes:

Types of Bullying:

- **Verbal:** name-calling, threats, insults, derogatory remarks
- **Physical:** hitting, pushing, or any form of physical harm
- **Social/Relational:** spreading rumors, exclusion, manipulation of peer relationships
- **Cyberbullying:** bullying through email, social media, texting, or any digital means
- **Psychological/Emotional:** intimidation, humiliation, manipulation, gaslighting

4. Reporting Mechanism

- Any member of the NFC-IET community can report bullying.
- Complaints can be filed **in person, via email, or anonymously** through the institutional reporting portal (if available).
- Reports should be submitted to the **DSA/Student Affairs Office, Anti-Bullying Committee, or Grievance Redressal Cell.**

5. Anti-Bullying Committee

- NFC-IET will constitute an **Anti-Bullying Committee (ABC)** comprising:
 - Chairperson (Senior faculty member or Head of Student Affairs)
 - Psychologist or student counselor (if available)
 - One male and one female faculty representative
 - Student representative (nominated by VC or Dean)

Committee Roles:

- Conduct initial inquiry within **15 working days**

- Ensure confidentiality and non-retaliation
- Recommend disciplinary actions based on severity

6. Disciplinary Actions

Upon confirmation of bullying behavior, the following **disciplinary measures** may be imposed:

- **Verbal/written warning**
- **Apology or public correction**
- **Suspension or expulsion** (for students) (1 month,1 Semester, 1 year)
- **Termination or demotion** (for employees)
- **Community service**, counseling, or mediation (in less severe cases)

7. Protection from Retaliation

The policy **strictly prohibits retaliation** against anyone who reports bullying or participates in an investigation. Any such retaliation will result in separate disciplinary proceedings.

8. Prevention & Awareness

NFC-IET will undertake regular **awareness campaigns, workshops, and orientation sessions** to:

- Educate students and staff about bullying and its consequences
- Promote a **culture of kindness, respect, and empathy**
- Empower bystanders to intervene or report responsibly

9. Counseling and Support

- Students and staff affected by bullying will have access to **counseling services** or referrals.
- A supportive environment will be ensured to help victims rebuild confidence and re-engage fully with academics or work.

10. Policy Review

The Anti-Bullying Policy will be **reviewed annually** by the **Director QEC** and the **Anti-Bullying Committee** to ensure alignment with evolving educational standards and student needs.



Conflict of Interest Policy
for
NFC Institute of Engineering and Technology (NFC-IET)

Quality Enhancement Cell
NFC Institute of Engineering and Technology, Multan.

Introduction

The Conflict-of-Interest Policy at NFC Institute of Engineering and Technology (NFC-IET) is established to uphold the Institute's commitment to integrity, transparency, and ethical conduct in all academic, administrative, and professional matters. This policy aims to promote trust, fairness, and accountability by identifying, disclosing, and appropriately managing any actual, perceived, or potential conflicts of interest that may compromise the objectivity and impartiality of decision-making processes within the Institute.

Purpose

To protect the interests of NFC Institute of Engineering and Technology, Multan and to ensure the high level of integrity in all areas of operations of the institute for honest and transparent decision makings and performing tasks.

Scope

The policy is implemented in the campuses, constituent colleges, and affiliated institutions of the institute to the:

- Committees and departments, such as departments, faculties, operational cells
- Employees, such as Vice Chancellor, Deans, Chairpersons, Head of the Departments, Directors, Principal Officers, faculty members, officers, staff, students and researchers.
- Associated persons/individuals/visitors and third parties associated with the Institute, such as suppliers, contractors, and service providers.

Statement

In compliance with the NFC-IET Multan Employees Conduct Statutes inline with Act 2012, every individual, committee, department, or third party as described in the scope will protect the interest of the Institute.

A conflict of interest occurs if the role and responsibilities held by any employee or associated person with the Institute conflict with, or may possibly conflict with, a personal, financial, or other benefit.

The conflict arises when a decision, task, or action in favour or interest of the institute is not taken or is manipulated or sabotaged by the employee or associated person in favour or interest of their own or another individual, team, group, or institution.

A conflict of interest is defined here as the gain to an employee or associated person by taking decision or action in such a way that he or she provides benefit to an individual, group, or institution against a personal gain:

- Conflicting with the benefit to the Institute
- Damaging the goodwill of the institute

- Conflicting with the ethics and code of conduct of the institute
- Conflicting with the social, moral, or ethical values of the society

Hence, it is the responsibility of employees and associated persons to make impartial decisions and act on behalf of the Institute and in its favour only. Conflict of interest may be financial or non-financial.

- **Financial Conflict:** Personal financial gain or financial gain to a close person, individual, or relative.
- **Non-financial Conflict:** Personal benefit (non-monetary) or benefit to a close person, individual, or relative—such as enhancement in career, gift, privilege, or any other form.

Commitment to the Conflict-of-Interest Policy

The institute leadership encourages students, faculty members, officers, staff, researchers, third parties, and individuals to declare conflicts of interest to ensure an honest and transparent environment, beneficial for the growth and development of the Institute and adherence with the Act, Vision, and Mission of the Institute.

Responsibilities

All stakeholders have a responsibility to uphold the Conflict-of-Interest Policy.

- **Institute Leadership (Vice Chancellor, Pro-Vice Chancellor, Deans):** Responsible for encouraging and enforcing impartial implementation of the policy at all levels of the Institute and to make impartial decisions on declarations and conflicts as per Institute rules. Cases may be referred to the Disciplinary Committee.
- **Director QEC:** Responsible for implementing the policy and ensuring all employees and associated persons are aware of it.
- **Registrar:** May receive declarations and cases and communicate them to the institute leadership and Director QEC for compliance.
- **Chairpersons and Heads of Departments:** Responsible for encouraging faculty, students, and researchers to implement and commit to this policy. They must identify conflicts and report them to the institute leadership for action.
- **Controller of Examinations, Treasurer, Director ORIC, Project Director, Maintenance Works, In-charge Commercial and Purchase and All Staff:** These administrative and support units are equally accountable for recognizing, declaring, and avoiding conflicts of interest. They must ensure that their decisions and actions serve the best interests of the Institute and do not compromise integrity, transparency, or institutional values.
- **Joint Collaborators (Research Partners, Funding Agencies, Industry Affiliates):** All collaborators associated with the Institute through academic, research, or industrial partnerships are expected to disclose any personal, professional, or financial interests that could influence joint activities. They must uphold integrity and ensure that mutual work serves the public good and the institutional mission without bias.

Assessing Effectiveness of Conflict-of-Interest Policy

The effectiveness of this Policy will be monitored annually. NFC-IET will publish:

- Statistics of declarations and cases received
- Impartial actions and decisions taken against the declarations and cases

Review

The policy will be reviewed every three years to evaluate its effectiveness. It will remain effective till further amendment.

Contact

If you have any questions or require further information, please contact:
Quality Enhancement Cell (QEC), NFC-IET, Multan



Intellectual Property (IP) Policy
for
NFC Institute of Engineering and Technology (NFC-IET)

Quality Enhancement Cell
NFC Institute of Engineering and Technology, Multan.

1. Purpose

The purpose of this policy is to define the rights, responsibilities, and procedures related to the creation, protection, ownership, and commercialization of Intellectual Property (IP) developed at NFC-IET Multan. This policy aims to promote innovation, protect the rights of creators, and contribute to national and global technological advancement.

2. Scope

This policy applies to all:

- Faculty members (permanent, contractual, visiting)
- Researchers, students (undergraduate, postgraduate, Ph.D.)
- Staff, research fellows, and project-based employees
- Collaborators, industry partners, and visiting researchers engaged in IP-generating activities under NFC-IET

3. Definition of Intellectual Property

Intellectual Property includes but is not limited to:

- **Inventions** (patents)
- **Designs and trademarks**
- **Copyrighted materials** (e.g., books, software, reports, courseware)
- **Research data and outcomes**
- **Technical know-how**, trade secrets, plant varieties, and integrated circuit layouts

4. Ownership of IP

4.1 Institute-Owned IP:

- NFC-IET shall be the **primary owner** of IP generated using significant institutional resources (funds, facilities, equipment, time).
- IP resulting from funded research projects (e.g., HEC, PSF, industrial sponsors) shall be governed by the **funding agreement**.

4.2 Inventor-Owned IP:

- If the IP is created **without significant use** of institutional resources or as part of **independent research**, the **creator shall retain ownership**.
- In case of joint efforts (e.g., multi-institutional collaborations), ownership will be **shared** as per MoU or agreement.

4.3 Student IP:

- IP developed as part of a **thesis or coursework** will be co-owned by the student, supervisor and NFC-IET if institutional resources were significantly used.

5. Disclosure of IP

- All faculty/students/staff must submit an **Invention Disclosure Form (IDF)** to the Office of Research, Innovation & Commercialization (ORIC) before public dissemination.
- Early disclosure helps protect patentability and avoid legal disputes.

6. Protection and Registration

- ORIC shall assist in:
 - **Filing patents** with IPO-Pakistan and international offices (e.g., WIPO)
 - **Copyright registration** for written works, software, and media
 - **Trademark registration** for logos, products, and services
- Legal and administrative support for filing is provided by NFC-IET, subject to a case-by-case basis.

7. Commercialization & Revenue Sharing

- IP developed under NFC-IET's name or facilities may be **commercialized** through licensing, assignment, or spin-offs.
- Revenue (royalties, profits, etc.) from IP commercialization will be shared as per syndicate decision.

Specific agreements may vary depending on sponsor/funding terms.

8. Confidentiality and Ethics

- Inventors must **avoid premature disclosure** (e.g., publications, conferences) that could compromise patentability.
- All stakeholders are required to maintain strict **confidentiality** during the review and protection process.

9. IP Committee

A **Standing IP Committee** shall be constituted comprising:

- Director ORIC (Chair)
- Head of Deptt./or Nominee
- Representative QEC
- Legal Advisor / IP Attorney
- Technical Expert (if needed)

Responsibilities:

- Review and approve disclosures
- Resolve IP ownership disputes
- Recommend commercialization or protection pathways

10. Dispute Resolution

In case of disputes regarding ownership or commercialization:

- The matter will be reviewed by the **IP Committee (ORIC)**.
- If unresolved, the case will be escalated to the **Vice Chancellor** or an independent arbitration body as per institutional statutes.

11. Training and Awareness

- ORIC will conduct **IP awareness sessions, workshops, and training** on:
 - Patent writing and filing
 - Innovation and commercialization
 - Startups and spin-off creation

12. Policy Review

This policy shall be reviewed **biennially** by the ORIC and updated based on evolving legal frameworks, national priorities, and institutional needs.



Internship & Entrepreneurship Policy
for
NFC Institute of Engineering and Technology (NFC-IET)

Quality Enhancement Cell
NFC Institute of Engineering and Technology, Multan.

1. Introduction

NFC IET Multan is committed to producing graduates who are professionally competent, innovative, and industry-ready. At NFC Institute of Engineering and Technology (NFC IET) Multan, we believe that bridging the gap between academic learning and real-world industry practices is essential for producing future-ready graduates. To achieve this goal, the Institute has developed a comprehensive Internship & Entrepreneurship Policy aligned with strong academia-industry collaboration initiatives.

2. Objectives

- To provide students with hands-on experience in real-world engineering, technology, and management environments.
- To cultivate entrepreneurial mindsets, leadership abilities, and critical thinking skills.
- To foster industry-academia linkages for research collaboration, innovation, and business incubation.
- To assist students in career development through exposure to professional practices and market dynamics.

3. Internship Policy

- **Mandatory Requirement:**
All undergraduate students must complete a minimum of 6–8 weeks of internship in a recognized industry or organization during or after their sixth semester.
- **Eligibility:**
Students must have completed at least 50% of their credit hours to be eligible for internship placement.
- **Approval Process:**
 - Internship placement must be approved by the Departmental Internship Coordinator.
 - Students are encouraged to secure internships independently; however, the Institute's Career Placement Office will assist when needed.
- **Evaluation Criteria:**
 - Submission of an Internship Completion Certificate.
 - Submission of an Internship Report reviewed by the respective department.
 - Presentation before the Internship Evaluation Committee.
- **Grading:**
The internship will be graded as Pass/Fail based on the host organization's feedback and the student's departmental presentation.

4. Entrepreneurship Policy

- **Entrepreneurship Development Program (EDP):**
NFC IET will offer workshops, seminars, and certification courses on entrepreneurship, startup development, and innovation management.

- **Business Incubation Center (BIC):**
Business Incubation Center should be developed by NFC-IET. Students with viable business ideas will receive mentorship, workspace, and funding support through the Business Incubation Center.
- **Startup Competitions:**
Students will be encouraged to participate in national and international startup and business plan competitions.
- **Industry Collaboration:**
Partnerships with local industries, chambers of commerce, and entrepreneurial networks will be established to support student startups.
- **Recognition:**
Exceptional entrepreneurial initiatives will be recognized with awards, certificates, and seed funding opportunities.

5. Roles and Responsibilities

- **Career Placement Office:**
Facilitate internships, maintain internship records, and organize career development events.
- **Departmental Internship Coordinator:**
Approve internships, monitor student progress, and evaluate final internship reports.
- **Business Incubation Center:**
Support students in developing and launching startup projects.
- **Students:**
Actively seek internship and entrepreneurship opportunities and fulfill the requirements responsibly.

6. Compliance and Monitoring

- Departments will ensure that every student fulfills the internship requirement before graduation.
- Entrepreneurship activities and success rates will be reviewed annually and documented to inspire future batches.

7. Amendments

NFC IET reserves the right to review and update this policy periodically to align with evolving academic, industry, and technological trends.