



DIRECTORATE QUALITY ASSURANCE AND  
ACCREDITATION

**Sardar Bahadur Khan Women's University Quetta.**

**Registration form**

Program team of (Name of Department): \_\_\_\_\_  
Name: \_\_\_\_\_ Position: \_\_\_\_\_  
Institution: \_\_\_\_\_ contact No: \_\_\_\_\_  
Mobile No: \_\_\_\_\_ Email Address: \_\_\_\_\_

Role in Program Team: Chairman/Member/Facilitator

Besides his/her own Responsibilities, he/She will also be responsible for the following:

- To attend the SAR meetings as and when required
- To ensure that Self-Assessment Mechanism is being implemented as per the given guidelines.
- To prepare drafts of the SAR on the given dead line and send them to DQA&A for timely feedback.
- To keep the record of all the supporting documents addressing various standards of the SAR.
- To circulate all the applicable feedback forms to the target stakeholders and include the analysis of the same in the SAR.
- To communicate with the management on the effectiveness and suitability of the SAR mechanism

**Declaration of the PT member:**

I am quite willing to be a part of this team and assure that I would do my best to play my role in the working of Program Team

\_\_\_\_\_  
(Signature of PT Member)

Date: \_\_\_\_\_

Approved by: \_\_\_\_\_  
(Head of the Department)



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