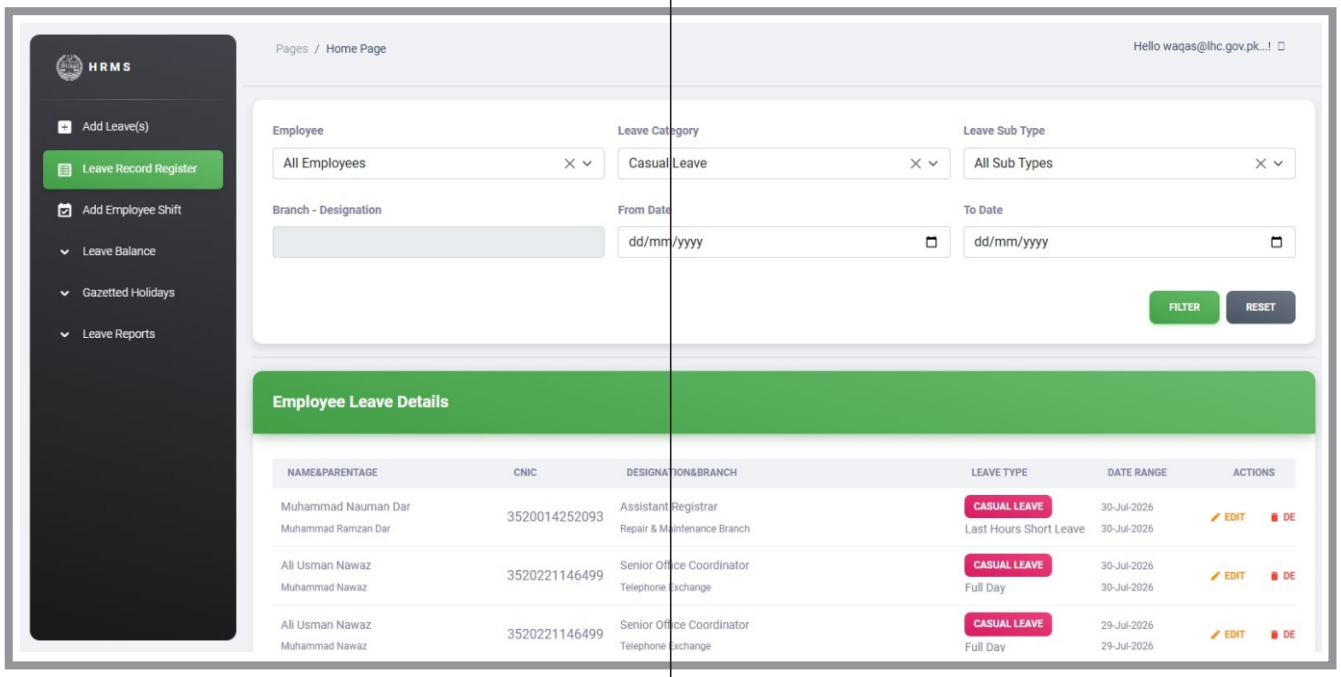
DASHBOARD





IT INITIATIVES 2025





HRMS LEAVE MODULE



HRMS LEAVE MODULE

BACKGROUND & OBJECTIVE

- **Automation:** Automates the entire leave submission, approval, and record-keeping process to eliminate manual, paper-based tracking.
- **Transparency:** Provides a centralized online platform for employees to monitor application statuses and supervisors to review requests electronically.
- **Compliance:** Enforces organizational leave policies and regulations consistently while minimizing administrative workloads.
- **Accuracy:** Maintains a real-time, accurate ledger of leave balances, transaction histories, and comprehensive audit trails.
- **Integration:** Connects seamlessly with attendance, employee profiles, and service records to maintain a unified HRMS database.

IMPACT, OUTCOME AND BENEFITS

- **Centralization:** Replaces manual registers with a digital repository, providing standardized and real-time access to leave information.
- **Accuracy:** Ensures accurate, up-to-date leave balances, complete transaction histories, and reliable data consistency.
- **Compliance:** Strengthens adherence to organizational rules and policies through automated, standardized records.
- **Efficiency:** Minimizes administrative workloads and processing times through automated data management and reporting.
- **Integration:** Connects leave data seamlessly with attendance, employee profiles, and service records for a unified database.

PROJECT DURATION

- November 2025 to December 2025

LEADERSHIP



Justice Miss Aalia Neelum
The Hon'ble Chief Justice

OVERALL GUIDANCE

Mr. Javed Iqbal Bosal
Director General (Judicial & Case Management)

TECHNICAL SUPERVISION



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