



Quarterly **PROGRESS REPORT**

JANUARY TO MARCH 2026



**ACADEMIC
ACHIEVEMENT**



**LEARNING
PROGRESS**



**STUDENT
DEVELOPMENT**



**EXCELLENCE
IN EDUCATION**

A report reflecting our commitment to academic excellence,
holistic development, and a brighter future.



EXECUTIVE SUMMARY

The 3rd quarter of Academic Year 2025-26 marked a period of substantial institutional advancement for the **Sindh School System Welfare Foundation (SSSWF)**. This comprehensive report encompasses operational achievements across **Public School Korangi (PSK)** and **People's School Program Thatta (PSP-T)**, highlighting academic excellence, infrastructure development, and organizational effectiveness.

Quarter Highlights

- **Academic Excellence:** PSK final term pass rate improved to 66% (up from 64% last year), PSP-T achieved a 75% pass rate gain over the previous term & girls consistently outperformed boys across both campuses
- **Capacity Building:** Weekly subject-wise Teacher Training Workshops conducted at PSP-T, New Principals at both PSK and PSP-T inducted with structured orientation plans
- **Enrollment Growth:** PSK & PSP-T conducted structured admission tests and interviews for the incoming session 2026 – 27. BISEH affiliation secured for Class IX — a key academic milestone
- **Infrastructure Enhancement:** Infrastructure development across PSK & PSP Thatta.
- **Student Engagement:** Annual Prize Distribution Ceremonies held at both campuses along with co-curricular activities in both PSK & PSP-T.

1. ACADEMICS OVERVIEW

1.1. PUBLIC SCHOOL KORANGI – PSK

The third quarter of the academic year 2025–2026 (January to March 2026) demonstrated consistent and commendable progress at Public School Korangi (PSK) under the Sindh School System Welfare Foundation (SSSWF). Academic performance remained strong throughout the reporting period, underpinned by structured assessment cycles, health and welfare initiatives, and enriching co-curricular engagements. The following report presents all activities in chronological monthly sequence across January, February, and March 2026.

➤ Deworming Activity (6th January):

A Deworming Activity was conducted on January 6, 2026, in collaboration with trained health workers to reduce the prevalence of Soil-Transmitted Helminths (STH) among the student population. The school coordinated with relevant health authorities and ensured full student participation in compliance with provincial health directives issued to SELD and associated institutions across Karachi Division.

➤ New Admissions Registration (January 15th – 30th 2026):

The admission and registration drive for Session 2026–2027 was conducted from January 15 to 30, 2026. A total of 760 parents visited the school during the registration window. Of these, 550 students were successfully enrolled, while 209 applications could not be processed, 153 due to unmet eligibility criteria and 56 due to incomplete documentation. Peak enrollment activity was recorded between January 19–24 and January 26–31, reflecting strong community demand, particularly for foundational grades (Nursery and Grade I). The process was managed in an organised and transparent manner. Strengthening pre-

admission guidance on documentation requirements is recommended to further improve conversion rates in future cycles.

Public School Korangi					
Day-wise Registration Summary					
Session 2026-2027					
Date		Parent Visited	Enrolled	Dropped	Reason(s)
15-Jan-2026	Thursday	27	10	17	05 Criteria not matched / 12 Incomplete documents
16-Jan-2026	Friday	42	21	21	12 Criteria not matched / 9 Incomplete documents
17-Jan-2026	Holiday				
18-Jan-2026	Sunday				
19-Jan-2026	Monday	100	72	28	25 Criteria not matched / 03 Incomplete documents
20-Jan-2026	Tuesday	73	60	13	08 Criteria not matched / 05 Incomplete documents
21-Jan-2026	Wednesday	70	68	2	02 Criteria not matched
22-Jan-2026	Thursday	70	56	14	10 Criteria not matched / 04 Incomplete documents
23-Jan-2026	Friday	51	38	13	11 Criteria not matched / 02 Incomplete documents
24-Jan-2026	Saturday	37	25	12	09 Criteria not matched / 03 Incomplete documents
25-Jan-2026	Sunday				
26-Jan-2026	Monday	43	25	18	10 Criteria not matched / 08 Incomplete documents
27-Jan-2026	Tuesday	27	14	13	10 Criteria not matched / 03 Incomplete documents
28-Jan-2026	Wednesday	41	30	11	08 Criteria not matched / 03 Incomplete documents
29-Jan-2026	Thursday	40	34	6	05 Criteria not matched / 01 Incomplete documents
30-Jan-2026	Friday	35	25	10	08 Criteria not matched / 02 Incomplete documents
31-Jan-2026	Saturday	35	29	6	05 Criteria not matched / 01 Incomplete documents
26-Mar-2026	Thursday	5	2	3	03 criteria not matched
27-Mar-2026	Friday	35	27	8	08 Criteria not matched
28-Mar-2026	Saturday	7	3	4	04 Criteria not matched
29-Mar-2026	Sunday				
30-Mar-2026	Monday	7	1	6	06 Criteria not matched
31-Mar-2026	Tuesday	10	6	3	03 Criteria not matched
01-04-2026	Wednesday	5	4	1	01 Criteria not matched
Summary		760	550	209	153 Criteria not matched / 56 Incomplete documents

This sheet tells that 760 candidates visited for admission where 550 were enrolled for different grades and 209 were not entertained as they either did not meet the criteria or incomplete documents.

Grade-wise Enrollment Summary		Available Seats	Appeared in Test	Not Appeared
Grade	Total Enrolled			
Nursery	71	50	62	9
I	103	1	89	14
III	83	3	64	19
IV	65	10	51	14
VI	67	9	50	17
VII	50	18	40	10
VIII	49	16	28	21
IX	19		11	8
Total	507	107	395	112



TB



Awareness Session (22nd January):

A Tuberculosis (TB) Awareness Session was organised on January 22, 2026, in the Audio Visual Room of PSK. Facilitated by RSPN, NRSP, SRSO, and TRDP in collaboration with Sindh Government Behbehni Hospital, the session targeted students of Grades IX–X, teaching staff, and janitorial staff. A total of 152 participants attended — 111 students and 41 staff members. Key topics included TB transmission, symptoms, early detection, free diagnostic services under the National TB Program, and the critical importance of completing the full 6-month treatment course. The session successfully fostered a stigma-free and health-conscious school environment.

➤ Polio Vaccination Campaign (3rd February):

A Polio Vaccination Campaign was facilitated on February 3, 2026, targeting children up to five years of age. The initiative was carried out under the directives of the Government of Sindh to support national polio eradication efforts. Parents and guardians were formally notified, and the school administration extended full cooperation to visiting health teams to ensure maximum vaccination coverage among eligible children, strengthening collaboration between the institution and public health authorities.

➤ 2nd Assessment (6th – 16th February):

The Second Assessment was conducted from February 6 to 16, 2026, covering all classes from ECCE through Grade VIII in accordance with the pre-approved timetable. Each examination was administered with proper invigilation, systematic classroom arrangements, and strict adherence to examination protocols. Subject-wise papers were assessed daily, ensuring smooth and disruption-free execution across all sections. All evaluated papers were compiled, verified, and formally communicated to parents through structured Parent–Teacher Meetings (PTMs), reinforcing transparency and academic accountability.

➤ Istaqbal-e-Ramadan (13th – 14th February):

The Istaqbal-e-Ramadan Program was organised on February 13–14, 2026, to welcome the holy month of Ramadan in a spiritually enriching environment. The sessions were held separately for Grades I–II on February 13 and Grades III–X on February 14, with a combined participation of all students and all academic staff.



Activities included Quran recitation, Naat, student presentations, and scholarly sessions on Fiqhi rulings of fasting, Zakat, and Islamic character development. The program made a meaningful contribution to PSK's moral education and character-building framework.



➤ Colors Day Celebration (17th February):

Color Day was celebrated on February 17, 2026, for early-grade learners under the supervision of the Principal and the SSSWF management team. The event reinforced conceptual understanding of primary and secondary colors through experiential and play-based activities, including color-themed dress codes, art and craft sessions, interactive color-mixing games, and teacher-led storytelling. Students from all early grades participated enthusiastically, demonstrating strong creativity and teamwork. The event contributed positively to early-childhood learning outcomes.



➤ Final term Examination 2025 - 26 (6th March):

The Final Term Examination was successfully conducted in March 2026 for students of ECCE and Grades I–VIII. The overall success rate for the term stood at 66%, reflecting a measurable improvement from 64% recorded during the same period in 2025. A notable increase in A+ and A grade achievers was

Conclusion: The comparison clearly reflects a positive academic progression from 2025 to 2026. The total number of students increased, and alongside this growth, the overall success rate improved from 64% to 66%, showing better academic performance.

There is also a noticeable rise in higher grades (A+ and A), indicating that more students are achieving excellence. Although the number of non-achievers increased slightly in absolute terms, the percentage actually decreased, which highlights improved overall efficiency.

In essence, the data presents a promising upward trend, demonstrating enhanced student achievement, effective teaching strategies, and steady institutional progress.

observed,
indicating
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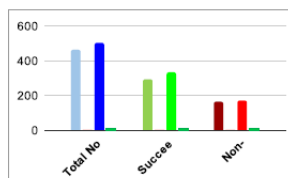
Results were
shared with

parents through a dedicated PTM, which served as an effective platform to discuss student progress, address learning gaps, and plan forward-looking academic strategies. Although the absolute number of non-achievers showed a marginal increase, their overall percentage declined — confirming genuine systemic improvement.

Comparison 2025 - 2026

Final Term 2025

		%
Total No of Students	463	100%
Succeeded	297	64%
Non-achiever	166	36%



Overall Grades	A+	A	B	C	D	F
	24	81	71	63	58	166

Class-wise Grades	A+	A	B	C	D	F
Class-IA	6	8	5	5	2	1
Class-IB	1	11	5	4	5	1
Class-IIA	5	9	5	0	2	1
Class-IIB	1	5	9	3	0	7
Class-IIIA	0	4	5	4	7	7
Class-IIIB	3	7	3	1	2	11
Class-IVA	0	3	4	7	8	6
Class-IVB	0	0	0	4	13	8
Class-VA	0	1	5	3	2	10
Class-VB	1	1	5	2	3	9
Class-VIA	0	3	3	5	1	6
Class-VIB	0	1	1	3	4	10
Class-VIIA	0	2	3	4	5	9
Class-VIIB	1	5	0	2	3	11
Class-VIIIA	1	5	2	6	0	13
Class-VIIIB	1	1	6	7	1	10
Class-IX	0	1	2	1	0	22
Class-XA	0	6	6	1	0	13
Class-XB	4	8	2	1	0	11
	24	81	71	63	58	166

463

Final Term 2026

		%
Total No of Students	504	100%
Succeeded	332	66%
Non-achiever	172	34%

Overall Grades	A+	A	B	C	D	F
	105	98	79	49	3	170

Class-wise Grades	A+	A	B	C	D	F
Class-IA	12	5	7	2	0	3
Class-IB	12	9	2	1	0	3
Class-IIA	5	3	5	9	0	5
Class-IIB	1	4	5	5	0	11
Class-IIIA	9	4	5	1	0	3
Class-IIIB	5	7	6	2	0	4
Class-IVA	4	6	4	5	0	10
Class-IVB	9	7	3	3	0	7
Class-VA	0	7	5	1	0	11
Class-VB	4	5	4	4	0	10
Class-VIA	4	6	2	1	1	7
Class-VIB	5	4	8	2	0	2
Class-VIIA	4	6	4	5	0	3
Class-VIIB	7	3	4	4	2	2
Class-VIII	6	10	6	1	0	13
Class-IXA	8	4	2	2	0	16
Class-IXB	6	5	0	0	0	21
Class-IXC	4	2	4	1	0	18
Class-X	0	1	3	0	0	21
	105	98	79	49	3	170

504

➤ Annual Prize Distribution & Result Announcement (27th March):

The Annual Prize Distribution and Final Result Announcement Ceremony was held on March 27, 2026, at the School Auditorium, PSK. Led by Principal Mrs. Saira Shahid and coordinated by Ms. Amna Bano, the ceremony was conducted in two dedicated sessions. The ECCE Ceremony honored young learners through academic and character-building awards — including Cleanliness Icon, Kindness Symbol, Helpful Buddy, Active Participant, Best Copy Keeper, and Environmental Ambassador — followed by ECCE Graduation Walks. Chief Guest UC Chairman Mr. Ali Nawaz presented awards and delivered motivational remarks.

The Primary & Secondary Ceremony featured cultural performances and the presentation of 66 Academic Achievement Awards and 66 Star Student Awards to position holders and Star Students. Teachers were also recognized with certificates of appreciation. A Tableau Performance by Grade IV added a creative highlight to the event.



Academic Activities Overview PSK 2025-26:

Date	Event / Activity
January 6, 2026	Deworming Activity
January 15–30, 2026	Registration of Admissions – Session 2026
January 22, 2026	TB Awareness Session
February 3, 2026	Polio Vaccination Campaign
February 6–16, 2026	2nd Assessment (ECCE & Grades I–VIII)
February 13–14, 2026	Istaqbal-e-Ramadan Program
February 17, 2026	Color Day Celebration
March 26, 2026	Final Term Examination
March 27, 2026	Annual Prize Distribution & Result Announcement

1.2. PEOPLE'S SCHOOL PROGRAM THATTA – PSP-T

People's School Program Thatta (PST) third quarter was marked by significant academic improvement, professional development of teaching staff, enriching co-curricular activities, key administrative transitions, and productive institutional visits.

The third quarter recorded a notable improvement in student academic outcomes. Concerted efforts to strengthen subject comprehension, enhance pedagogical approaches, and promote active classroom participation resulted in an overall success rate of 75% in the Final Term Examinations — an improvement of more than 15% compared to the previous term. Teachers were engaged in subject-specific training workshops, which improved lesson delivery and classroom interactivity. Regular parent communication also contributed to an 8–10% improvement in student attendance, while inter-school sports participation fostered student confidence and engagement beyond the classroom.

➤ Orange Day Celebration:

The ECCE class of People's School Thatta celebrated Orange Day on January 24, 2026. Students wore orange caps, brought oranges, and participated in a range of colour-themed activities including poems with actions and interactive discussions on the importance of fruits and healthy eating. The event was designed to engage young learners through sensory and experiential learning, creating a joyful and stimulating classroom environment.



➤ Little Builders Day:

Little Builders Day was organised for ECCE students to promote holistic early childhood development. Children participated in sand play, fine motor exercises, and creative activities that enhanced sensory skills, hand-eye coordination, and imagination. The event reinforced important social values such as sharing, turn-taking, and teamwork, while clean-up tasks instilled a sense of responsibility among young learners. The activity successfully fostered collaboration, creativity, and foundational life skills.

➤ Plantation Drive:

Students of Grade I participated in a Plantation Drive aligned with the United Nations Sustainable Development Goals (SDGs). The activity encouraged environmental awareness and cultivated an understanding of the importance of tree planting for a greener and healthier future. The initiative reflected PSP Thatta's commitment to integrating global citizenship and environmental education into the academic experience.



➤ **Friendly Cricket Match – PSP Thattavs. Army Public School Thatta:**

PSP Thatta organised a friendly cricket match against Army Public School Thatta (Makli) to promote sportsmanship, teamwork, and healthy competition among students. The match provided a productive platform for inter-school engagement and strengthened the institutional bond between the two schools. Students demonstrated commendable team spirit and enthusiasm throughout the event.



➤ **Cluster Subject-wise Teacher Training and Workshops:**

A series of cluster-based, subject-wise teacher training workshops were conducted every Saturday throughout the quarter. Teachers were encouraged to share real classroom experiences including challenges encountered and strategies that yielded positive results and to collaboratively develop solutions.

The workshops covered practical implementation of new pedagogical approaches, lesson delivery improvement, and sharing of success stories. This peer-learning model proved effective in enhancing instructional quality and fostering a culture of continuous professional development across the school.

➤ **Grade VI Science Project Exhibition:**

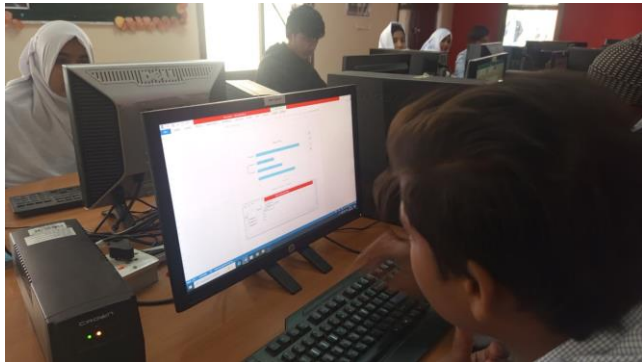
Students of Grade VI presented their science projects during the quarter, showcasing creativity, scientific thinking, and a practical understanding of core concepts through innovative models and detailed explanations. The exhibition provided students with an opportunity to demonstrate their learning beyond



the classroom and develop confidence in presenting their ideas. The activity reinforced hands-on learning as a key component of PSP Thatta's academic strategy.

➤ **Computer Education Enhancement:**

Daily computer classes continued actively throughout the quarter, with students progressing through structured lessons on designing tables, charts, and graphs, as well as developing typing skills. The integration of technology into the regular academic schedule reflects PSP Thatta's focus on equipping students with essential digital literacy skills relevant to contemporary educational and professional environments.



➤ **Appreciated Certificates for Result-oriented Teachers:**

Appreciation certificates were formally presented to result-oriented teachers of People's School Thatta in recognition of their dedication, hard work, and commitment to student success. The recognition ceremony served as a meaningful acknowledgement of the teaching staff's efforts in driving academic improvement during the term and reinforced a culture of excellence and motivation within the institution.



➤ **CEO Monitoring Visit – Academic & Infrastructure Review:**

The CEO of Sindh School System Welfare Foundation, Mr. Mansoor Ali Durbari, conducted a monitoring visit to PSP Thatta to oversee ongoing infrastructure development and review the quality of academic activities. He was accompanied by Academic Coordinator Mr. Ghulam Ali Zour and Administrator Mr. Khalid Hussain Dero. The visit was productive and encouraging, reaffirming SSSWF's continued commitment to institutional progress and quality education standards.

CEO Mr. Mansoor Ali Durbari paid a follow-up visit to PSP Thatta to monitor ongoing works and hold a focused academic review meeting with teachers. A brief meeting with the Principal was also conducted to discuss institutional progress, areas for improvement, and forward planning. The visit demonstrated SSSWF's consistent oversight and proactive engagement with school management.



➤ SEF District Visit – Infrastructure & Furniture Review:

Mr. Younis Rustmnani, District Head of the Sindh Education Foundation (SEF), paid a monitoring visit to PSP Thatta to assess the ongoing infrastructure development work and review the provision of age-appropriate and class-appropriate furniture. The visit highlighted the institution's focus on creating a conducive and well-resourced learning environment for students.

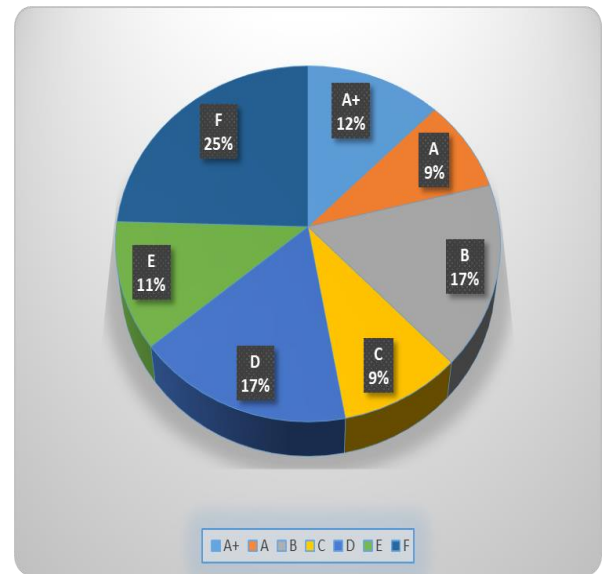


➤ Final Term Examination 2025 -26:

The Final Annual Term Examinations were conducted smoothly across all grade levels at PSP Thatta. Examinations for the Secondary Section (Grades IV–VIII) were administered by the Sindh Education Foundation (SEF), while Grades I–III and Grade IX (Pre-Board) examinations were conducted and monitored directly by PSP Thatta under the supervision of the Principal. The examination process was carried out in a disciplined and well-organised manner, ensuring fairness and academic integrity throughout.



Overall Grades	A+	A	B	C	D	E	F
	66	46	88	50	89	61	130
Class-wise Grades	A+	A	B	C	D	E	F
Class-IA	5	8	8	2	-	1	5
Class-IB	24	3	1	-	-	-	2
Class-IIA	14	10	6	-	-	1	5
Class-IIB	12	9	6	2	3	-	4
Class-IIIA	4	6	18	3	4	4	7
Class-IIIB	6	6	12	5	3	2	11
Class-IVA	-	-	7	15	6	1	2
Class-IVB	-	-	5	7	12	3	9
Class-IVC	-	-	-	1	11	11	16
Class-VA	-	-	4	-	7	9	11
Class-VB	-	-	7	8	10	4	5
Class-VIA	-	2	3	3	11	6	13
Class-VIIA	-	1	4	-	6	9	25
Class-VIIIA	-	-	3	2	13	9	9
Class-IXA	1	1	4	2	3	1	6



➤ Annual Awards Ceremony:

The Annual Awards Ceremony was held at People's School Thatta to honour students for their academic dedication, hard work, and achievements over the academic year. The ceremony was presided over by CEO Mr. Mansoor Ali Durbari and Principal Mr. Sarfraz Ahmed Memon, with the participation of school management and staff. In his address, the CEO highlighted the importance of student perseverance and acknowledged the tireless efforts of the teaching staff in driving academic excellence and continuous school improvement. The event celebrated scholastic achievement and motivated students to sustain their commitment to learning.



➤ New Admission Tests & Interviews Session 2026 – 27:

New admission tests and interviews for Session 2026–2027 were conducted by the Principal and Academic Lead of PSP Thatta. The process was managed smoothly and with a deliberate focus on assessing the academic strength of incoming students, ensuring that quality learners are selected to uphold the school's academic standards going forward. The admissions drive reflected strong community interest and confidence in PSP Thatta's educational standards.



Academic Activities Overview PSP - Thatta:

Date / Period	Activity / Event
January 24, 2026	Orange Day Celebration (ECCE)
January 2026	Little Builders Day – ECCE Activity
January 2026	Plantation Drive – Grade I (SDG Activity)
January 2026	Friendly Cricket Match vs. Army Public School Thatta (Makli)
Every Saturday – Jan	Cluster Subject-wise Teacher Training Workshops
February 2026	Grade VI Science Project Exhibition
February 2026	Appreciation Certificates for Result-Oriented Teachers
February 2026	CEO Monitoring Visit – Mr. Mansoor Ali Durbari
February 2026	SEF District Head Visit – Infrastructure & Furniture Review
March 2026	Final / Annual Term Examinations (All Grades)
March 2026	Annual Awards Ceremony
March 2026	New Admission Tests & Interviews – Session 2026–27

2. HOSTEL OPERATIONS - PSK

This section provides a concise summary of hostel operations at Public School Korangi for the third quarter of 2026 (January to March). The quarter was characterised by disciplined hostel management, consistent health monitoring, active sports and co-curricular engagement, and meaningful educational and cultural programming. The administration remained committed to fostering a safe, structured, and holistic living environment for all resident students.

➤ Administration & Discipline:

Hostel administration remained well-organised and disciplined throughout the quarter. School Standard Operating Procedures (SOPs) were strictly upheld, with overall hostel cleanliness — including rooms and washrooms maintained to a high standard. The Daily Routine Order (DRO) was consistently followed across all three months, ensuring regularity and structure in the daily lives of students. Student leave records were accurately maintained, and weekly room checklists alongside monthly hostel inspections were conducted regularly to verify that living conditions met institutional standards. Behavioral issues, were identified and addressed promptly through targeted disciplinary meetings conducted by Mr. Maqsood Hafeez, particularly with the 3rd batch, resulting in effective resolution of concerns.

➤ Laundry & Maintenance

Flat-wise weekly laundry schedules were maintained without interruption throughout the reporting period, ensuring hygiene and orderliness within the hostel. In January, significant infrastructure maintenance was carried out, including repairs to room doors, searchlight brackets, and general upkeep of hostel facilities. These efforts ensured that the physical environment remained safe, functional, and conducive to student well-being.

➤ Medical Care

Students were treated for common ailments during this quarter, including fever, headache, flu, and allergies. One student, Ghansham Das, received ongoing medical care for a throat condition. Ten students received medical checkups and treatment for conditions including fever, flu, headache, thyroid disease, and allergies. All cases were managed through timely medical attention in line with the hostel's health protocols.

➤ Sports & Physical Activities

A three-match football tournament was organised between hostel students and day scholars, providing students with a healthy competitive platform and fostering team spirit within the hostel community. Daily sports and physical training routines were maintained as per the DRO schedule throughout the month.

A three-match cricket tournament was conducted between hostel students, encouraging healthy competition and physical fitness. On February 13, a friendly football match was played against the Landhi Football Club, providing students with exposure to external sporting engagement and strengthening community ties.

A volleyball tournament was held during March, continuing the quarter's tradition of organised inter-hostel sports events. Regular physical training was maintained throughout the month as per the DRO, supporting student health and fitness.

➤ Academic & Educational Activities

Academic support was provided through the distribution of subject notes to all hostel students, aiding their preparation for ongoing assessments. On February 16, students participated in an educational field trip to the PAF Museum, where they explored the history and legacy of the Pakistan Air Force, enriching their knowledge beyond the classroom.

Final term examinations were successfully conducted at the school during March. Hostel management ensured that resident students were adequately prepared, supported, and punctual for their examinations, with the daily routine adjusted to accommodate the examination schedule.

➤ Events & Student Engagement

A Bonfire Party was organised featuring student performances, providing an enjoyable and community-building experience for resident students. Birthday celebrations were held for four students during the month, marked with cake and group gatherings, reinforcing a sense of belonging and care within the hostel environment.

Mr. Maqsood Hafeez conducted a guidance and motivational session on the significance of Shab-e-Mehraj, combining religious education with character development.

Kashmir Day was commemorated on February 5 to raise student awareness of the significance of the occasion and reinforce national values. Welcome Ramadan and Taraviah sessions were initiated, creating a spiritually enriching environment within the hostel. Four student birthdays were celebrated with cake and group gatherings during the month.

Mr. Maqsood Hafeez conducted a guidance session themed Welcome Ramadan, encouraging spiritual reflection and awareness of the significance of the holy month. Upon the completion of Taraviah, gifts including Topi, Tasbeeh, and Itar, along with cash Hadiya, were distributed to the Imam and Samme in recognition of their service. For the Eid holidays commencing March 13, the hostel management facilitated student travel by providing transportation to the bus stop, ensuring a smooth and safe departure for all resident students. Five student birthdays were celebrated during the month.

3. FRONT DESK OPERATIONS - PSK

The Front Desk Department served as the institution's primary contact point, managing seamless communication between parents, staff, and management. Core responsibilities encompassed parent liaison and grievance handling, attendance record management, student affairs coordination, documentation control, and examination support. The front desk maintained consistent standards of professionalism, responsiveness, and operational accuracy to support smooth institutional administration.

Admission & Registration – Session 2026–27:

The front desk played a central role in managing the student admission and registration process for Session 2026–2027. Parents were guided through the full admission procedure — including documentation requirements, timelines, and eligibility criteria — with clarity and professionalism. Accurate data entry and

proper documentation of all newly enrolled students were ensured throughout the registration window, minimising errors and streamlining the onboarding process.

Uniform Distribution & Management:

The front desk coordinated the uniform distribution process for the quarter, maintaining regular communication with parents via phone and WhatsApp to ensure timely and smooth handover. Student measurements were facilitated with accuracy to ensure correct sizing, and the uniform tagging process was carried out systematically to enable organised identification and distribution. Stock inventory was kept updated to ensure readiness and availability, and parental queries regarding uniform specifications, availability, and procedures were addressed courteously and efficiently. Necessary adjustments to uniform sets were also facilitated to meet individual student requirements.

Parent–Institution Liaison & Grievance Management:

The front desk served as the primary interface between parents and school management throughout the quarter. Parental concerns and grievances — varying in nature and urgency — were received, acknowledged, and coordinated with empathy and diplomatic tact. Each matter was duly escalated to the relevant management authority and followed through to resolution, ensuring that parents felt heard, valued, and reassured. This consistent and responsive approach reinforced parental confidence in the institution and strengthened the trust-based relationship between families and the school.

Student Leave Protocol:

All applications for student absences, short leaves, and half-day permissions were meticulously received, logged, and processed by the front desk. Each request was accurately recorded and subsequently channeled to the Vice Principal for formal authorization, ensuring that leave management remained structured, traceable, and in compliance with institutional protocols.

Student Transport Coordination

Parent requests related to student transport were received and processed in an organised manner through the front desk. Effective coordination was maintained to ensure that transport arrangements were communicated accurately and actioned in a timely manner.

Polio Vaccination Campaign Coordination:

The front desk facilitated coordination between the visiting Polio Vaccination team and school leadership to finalise dates, procedures, and logistical arrangements for the campaign. This ensured smooth execution of the vaccination drive in compliance with government health directives and with full institutional support.

Bell Timing & Daily Schedule Management:

The school bell system was operated precisely in accordance with the official timetable throughout the quarter, ensuring timely commencement of classes, breaks, and period transitions. This consistent management of daily scheduling contributed to maintaining structured order and discipline across the academic day.

Manual & Biometric Attendance Records:

Daily manual attendance records were maintained for all academic, administrative, and support staff throughout the quarter. Biometric machine data was regularly collated and reconciled with manual attendance entries to ensure accuracy and consistency across both systems. Monthly attendance records were compiled and consolidated alongside biometric data to generate comprehensive and auditable attendance documentation.

Absenteeism & Leave Reporting:

Comprehensive reports on staff absenteeism, late arrivals, half-day leaves, and short leaves were generated and submitted regularly. These reports provided management with the visibility required to monitor staff punctuality and attendance trends, enabling timely intervention where necessary. Daily checks and rectification of any attendance sheet damages were also performed to ensure the integrity of physical records.

Recruitment Process Administration:

The front desk supported the recruitment process by ensuring that CEO-signed recruitment attendance sheets were accurately maintained and duly submitted to the Human Resources department, facilitating the smooth administration of institutional hiring processes.

Document Management & Correspondence:

Comprehensive registers were maintained for all documents, letters, and correspondence received and dispatched through the front desk. This systematic approach to document management ensured traceability, accountability, and ease of reference for all institutional records. The preservation and organisation of documentation contributed significantly to the administrative efficiency and transparency of school operations.

4. HUMAN RESOURCE DEPARTMENT OPERATIONS - SSSWF

The third quarter of the 2025–2026 fiscal year (January to March 2026) demonstrated robust operational performance across all Human Resources functions at the Sindh School System Welfare Foundation (SSSWF).

New Employee Onboarding: The HR Department conducted targeted recruitment drives for both Public School Korangi (PSK) and People's School Thatta (PSP-Thatta) during Q3, employing rigorous evaluation and selection processes to ensure high-quality candidate appointments and optimal organisational fit.

- **PSK Project:** 1 new professional on boarded.
- **PSP-Thatta:** 3 professionals on boarded.

Employee Separations (21 total):

The department managed 2 employee separations during Q3 2026, handled professionally.

PSK: 1 resignation.

PSP-Thatta: 1 resignation

Job Descriptions:

Comprehensive job descriptions were developed for the roles of Academic Coordinator, Principal PSK, and Principal PSP-Thatta. Each job description was supported by a concept note outlining the role's strategic purpose, key responsibilities, required qualifications, and expected competencies. All documents were reviewed and formally approved by the CEO of SSSWF prior to finalization, and signed copies were successfully collected from the respective incumbents.

Section Leads Criteria:

Clear eligibility and selection criteria for Section Lead positions were developed and formally approved during Q3. The criteria finalized in consultation with the relevant Committee Members define the competencies, experience benchmarks, and performance standards required for appointment, ensuring transparency and consistency in future Section Lead selections across PSK.

PSP – Thatta Staff Meeting – Absenteeism & Punctuality::

A dedicated staff meeting was convened with PSP-Thatta employees to address operational challenges and recurring concerns around absenteeism and late arrivals. The meeting presented clear attendance expectations, reviewed the applicable leave and punctuality policies, and facilitated an open discussion to understand underlying concerns.

Induction Plans – Principal PSK & PSP Thatta:

Structured induction plans were developed and fully executed for the newly appointed Principal PSK and Principal PSP-Thatta. The plans covered institutional overview, role expectations, key stakeholder introductions, administrative procedures, and organizational policies. A comprehensive Induction Report was prepared upon completion, documenting the full process from recruitment through to onboarding.

Formal Orientation Sessions:

Formal orientation sessions were conducted for both newly appointed Principals, providing a thorough introduction to SSSWF's mission, values, academic standards, and operational protocols. Both Principals were introduced to their respective leadership teams and key administrative staff, enabling a smooth, structured, and confident transition into their roles.





Zia Uddin Board – Invigilator Payment Facilitation:

The HR Department coordinated with the Zia Uddin Board to ensure timely and accurate processing of examination invigilator payments. All required documentation was compiled, verified, and submitted in accordance with the Board's requirements, facilitating prompt and accurate disbursement to the concerned invigilators.

Others:

- The department achieved significant progress in personnel file completion, reaching a 70% completion rate during the quarter. Systematic efforts to identify and close documentation gaps are ongoing, ensuring continued compliance with organizational record-keeping standards .
- Sindh Education Foundation (SEF) contracts were successfully completed and signed by all newly hired academic staff at PSP-Thatta.
- Daily biometric and manual attendance reconciliation was maintained consistently throughout the quarter for staff across all institutions.
- Monthly leave balance records for the 2025–2026 session were updated accurately, and enhanced reconciliation protocols contributed to improved accuracy in payroll processing, minimizing discrepancies and ensuring timely staff compensation.

5. INFORMATION TECHNOLOGY OPERATIONS - SSSWF

The third quarter of 2026 (January to March) was a highly productive and result-oriented period for the IT Department at the Sindh School System Welfare Foundation (SSSWF). Across all three months, the department delivered comprehensive technical support spanning infrastructure maintenance, academic examination management, system upgrades, digital communications, event documentation, and institutional reporting. The IT Department played a pivotal role in enabling smooth academic and administrative operations throughout the quarter, maintaining uninterrupted service delivery across PSK and PSP-Thatta.

IT Infrastructure & Maintenance

- NVR-CCTV units (1 & 2) cell replacement completed.
- CCTV cameras at PSP-Thatta checked, cleaned, and confirmed fully operational during a dedicated Thatta site visit.

- Server maintenance carried out at the Data Center to ensure system stability.
- Computer lab internet issues resolved via RJ45 connector replacement and new router installation.
- AP router configured to provide reliable internet access to staff.
- Printer cartridge refilling and general IT equipment maintenance (wiring, chargers, microphones) completed.

Academic & Administrative IT Support

- AV Room set up and configured to support the student registration process.
- Online meetings facilitated for Principal interviews at PSP-Thatta.
- TB Awareness Session supported with full AV equipment setup and pictorial report prepared.
- Principal PSK Induction Report prepared with a comprehensive pictorial gallery.
- New building visit conducted with photography and documentation report prepared.
- WhatsApp community group data report compiled and submitted.
- Principal's official Gmail account created and configured.
- IT printer serviced and maintained.

Website & Digital Communications:

SSSWF website updated with current institutional content including Principal profile, admission banners, and certificates.

Examination Support:

- 2nd Assessment examination papers printed across nine days (Days 1–9), inclusive of ECCE grades.
- Final examination papers printed for Grades ECCE to Grade X.
- Final exam date sheet formatted and issued for Grades I to X.
- Uniform distribution sheets prepared and printed for Classes I to IX.
- Admission Test Report prepared and submitted.

System Upgrades & IT Maintenance:

- Server Windows installation and Sidat Hyder software setup completed.
- New photocopier machine installed to strengthen institutional printing capacity.
- HR printer serviced and maintained.
- Comprehensive Outlook backup completed for all departments and the Principal.
- VP Gmail password reset and new teacher's biometric enrollment processed.
- Computer lab cleaned and internet connectivity issues resolved.
- Computer and STEAM lab areas covered in preparation for painting works.
- IT room painted, cleaned, and maintained.
- Q2 report compiled and submitted to HR.
- IT Department data organised and archived.

Ramadan Preparations & Communications:

- Ramadan banner designed and distributed via WhatsApp groups for PSK and PSP-Thatta.
- Istaqbal-e-Ramadan programme report prepared with full documentation.
- Teachers' drop-off route planning completed and report submitted.

Examinations & Results:

- Result printing completed for all grades from ECCE to Grade X.
- Admission interview papers printed for the new academic session intake.
- Annual Results 2026 event fully covered with photography and pictorial gallery report prepared.
- PTM (Parent–Teacher Meeting) report prepared and submitted.
- ECCE syllabus plan printed and distributed.

IT Asset Management & System Access:

- Thatta site visit conducted for formal IT asset handover to newly appointed Principal PSP-Thatta.
- Principal PSP-Thatta Induction Report prepared with pictorial gallery.
- Gmail ID created for the coordinator; CCTV system access provided to the Finance Manager.
- Sidat Hyder GL access configured and extended to relevant departments.
- IT purchase requisitions submitted for hardware including hard disk and microphone.
- Printer installation and maintenance completed at Reception and HR departments.

6. INFORMATION TECHNOLOGY OPERATIONS – PSP THATTA

IT Infrastructure & Maintenance

- Refilled toner and performed routine maintenance for the **Admin Office HP LaserJet 107w** printer to ensure uninterrupted administrative workflow.
- Designed, formatted, and printed official **PTM (Parent-Teacher Meeting)** circulars for parents.
- Managed the data entry, formatting, and printing of Mid-Term Examination Report Cards for various grade levels.
- Provided full photography and videography coverage for the Parent-Teacher Meeting to document community engagement and school-parent coordination.
- Registered and configured profiles for new teaching staff in the biometric attendance system to maintain accurate payroll and attendance records.
- Successfully reinstalled **Microsoft Office 2016 on PC #17** in the IT Lab to resolve software errors and ensure workstation readiness.
- Provided technical support for **Audio-Visual (AV) classes**, assisting both Teachers and Technical Assistants in the delivery of digital lessons.
- Technical and administrative facilitation of the **Teacher Certificate Ceremony**, documenting the event and ensuring the smooth operation of the technical setup.
- Managed the front-desk logistics for the **Principal Recruitment Process**. Acted as the primary point of contact for candidates, and coordinated scheduling with the HR.
- **Lead Technical Assistance:** Served as the primary technical facilitator for professional development workshops conducted in the IT Lab.
- **Support for Peer Training:** Provided dedicated technical support to **Miss Sakina, Sir Zaferullah, Sir Waseem**, as they delivered training sessions to other staff members. Ensured all digital resources, presentations, and lab equipment functioned correctly for their presentations.

External Inspections & Official Visits:

- **CEO Infrastructure Audit:** Supported the **CEO's visit** to inspect the school's infrastructure, including the newly colored classrooms and the functional status of all labs.
- **SEF District Director Visit:** Managed logistics and provided photography coverage for the visit of **District Head Muhammad Younis**, ensuring a professional record of the school's progress.
- **SEF TSA Visit:** Provided technical and administrative support for the **Sindh Education Foundation (SEF) TSA visitor**. Facilitated the attendance verification process and accompanied the visitor during inspections of all classrooms and school laboratories.
- **Principal Hiring Meetings:** Facilitated high-level meetings between **Principal candidates, the CEO, and the Finance Manager**. Provided professional assistance to candidates.
- **Teacher Interview Support:** Provided dedicated technical assistance for the recruitment of **Sindhi and Urdu teachers**, ensuring the interview process remained professional and efficient.
- **Support peer Workshops:** Provided technical assistance for the workshop delivered by **Sir Jawad** to fellow teachers in the IT Lab.
- **Performance Meetings:** Captured photography and provided technical support for meetings led by **Academic Lead Sir Ghulam Ali** with subject teachers regarding academic performance.
- **Polio Vaccination Campaign:** Assisted the visiting **Polio Vaccination Team** to ensure the proper administration of drops to students, coordinating the movement of the team across the campus.
- **Event Coordination:** Provided technical support and photography for the **"Welcome Ramzan"** event held in the school auditorium.

Administrative & Technical Maintenance:

- **Official Communications:** Authored and distributed circulars for **Kashmir Solidarity Day** and **Shab-e-Barat** public holidays.
- **Hardware Repair:** Resolved technical issues with the **Academic Lead Office printer**, including refilling toner and performing a deep clean of the drum, dots, and **PCR (Primary Charge Roller)** to restore print quality.
- **Biometric Enrollment:** Successfully registered new employee **Miss Saniha** into the biometric attendance system.
- **Daily Operations:** Continued technical support for **AV Classes** and provided on-site assistance for instructional technology.

Leadership Transition & Onboarding:

- **Principal Welcome:** Managed the official welcoming and orientation for the new **Principal, Sir Sarfaraz Ahmed Memon**. Accompanied the Principal on a comprehensive tour of all classrooms and laboratories, providing administrative support and photography.
- **Handover Coordination:** Facilitated the high-level meeting between the new Principal, **Head Office HR (Miss Mehwish)**, and **IT Manager (Sir Zubair Hameed)**. Managed the formal handing-over process and documented the site visits through photography.
- **General Staff Meeting:** Provided technical support and photography for the collective meeting in the IT Lab involving HR, the IT Manager, the Principal, and all Academic and Non-Academic staff.

- **Orientation Presentation:** Supported **Sir Ghulam Ali** in delivering a comprehensive briefing presentation to the new Principal regarding school policies, organizational roles, and current operations.
- **Biometric Integration:** Registered and configured the biometric attendance profile for **Sir Sarfaraz Ahmed Memon**.

Annual Examination Management:

- **Admit Card & Seat Planning:** Generated and printed official **Admit Cards** for students and developed the comprehensive **Seat Arrangement plan** for the Annual Examination cycle.
- **Paper Formatting Support:** Provided specialized technical support to teachers of **Classes 1 through 3** for the proper formatting and professional printing of examination papers.
- **Examination Invigilation Support:** Provided photography and technical assistance during the active exam period. Supported the **SEF Invigilator** during their official visit to ensure compliance and recorded the inspection through photography.
- **9th Class Board Registration:** Managed the complex process of filling out and verifying **9th Class Examination Forms** for all eligible students.

Admissions & Front Desk Operations:

- **High-Volume Enrollment:** Managed a significant surge in parent visits for the 2026-27 session. Responsibilities included document verification, data entry, and the issuance of **Registration Slips** for admission tests.
- **Admission Test Execution:** Provided full technical and logistical support for the **Admission Test day**, ensuring a professional environment for candidates and parents.

Events & Community Engagement:

- **Annual Award Ceremony:** Provided full technical facilitation and photography for the **Annual Award Ceremony**, celebrating student and staff achievements.
- **Parent-Teacher Meeting (PTM):** Managed the front-desk logistics, technical setup, and photography for the final quarterly PTM.





7. FINANCE OPERATIONS - SSSWF

This report presents a comprehensive overview of the Finance Department's activities and accomplishments for the third quarter of the financial year, covering the period from January 1, 2026 to March 30, 2026. During this quarter, the department successfully discharged its core responsibilities across payroll management, vendor disbursements, statutory tax compliance, grant administration, investment oversight, and financial reporting.

Task Completion Summary:

S. No.	Task / Activity	Description of Work Completed
1	Vendor Payment (PSK, PSP-T & Hostel)	Vendor payments have been processed in full and on schedule, maintaining strong supplier relationships and ensuring uninterrupted procurement of goods and services throughout the quarter.
2	Salaries — (PSK, PSP-T & Hostel)	Monthly salaries for all staff members have been calculated, processed, and disbursed accurately and on time, ensuring employee financial well-being and organizational compliance with payroll obligations.
3	Utilities	Utility bills including electricity, gas, and water have been reviewed, verified, and paid on schedule for all operational facilities, ensuring uninterrupted and timely payment.
4	Income Tax u/s 149	Salary income tax deductions have been made in accordance with Section 149 of the Income Tax Ordinance 2001.
5	Income Tax u/s 153	Withholding tax deductions on payments to suppliers and service providers have been applied under Section 153 of the Income Tax Ordinance 2001.
6	Sales Tax	Sales tax deductions have been computed and applied under Section 149 and payoff challan.
7	Advance Tax 165	The Quarterly Withholding Tax Statement under Section 165 of the Income Tax has been prepared and submitted to our external tax consultants, Aleem & Co.
8	EOBI Contributions	Employee contributions to the Employees' Old-Age Benefits Institution (EOBI) have been deducted from payroll.
9	Bank Coordination	Regular coordination with banking partners has been maintained throughout the quarter to facilitate smooth financial transactions.
10	Bank Reconciliation	Bank reconciliation statements for all operational accounts have been completed and verified for the quarter.
11	Bank Account (PST)	As per the directives of Sindh Education Foundation (SEF) Thatta, a new savings account is being established with Sindh Bank Limited. The account will be registered in the name of the respective school along with its assigned code.

S. No.	Task / Activity	Description of Work Completed
		Account opening formalities are currently in progress and are expected to be completed shortly.
12	Investment	As of June 30, 2025, the organization held Rs. 109 million in Term Deposits. During the current quarter, total investments have grown to Rs. 120.4 million and increase of Rs. 11.4 million with the additional funds placed in NRSP.
13	Utilization Reports PSK (Jan–Mar 2026)	Utilization reports for Public School Korangi (PSK) covering the period January to March 2026 have been duly prepared, documented, and submitted to the School Education & Literacy Department (SELD) and the AG Sindh.
14	Utilization Reports PSP Thatta (Jan–Mar 2026)	Utilization reports for the People's School Program Thatta (PSP) for the period January to March 2026 have been submitted with complete hard copies and supporting documentation. In addition, quarter-wise utilization reports have been separately submitted to Sindh Education Foundation (SEF) Thatta.
15	Grant request letter & cheque PSK	Grant request documentation for Public School Korangi (PSK) has been compiled and finalized. A formal grant request letter has been submitted to the Sindh Secretariat.
16	Grant request letter & cheque PSP-T	Grant request documentation for the People's School Programme Thatta (PSP) has been completed and submitted to Sindh Education Foundation (SEF).
17	Grant request letter & cheque PSK Hostel	Grant documentation for the Public School Korangi Hostel has been finalized and submitted to Sindh Education Foundation (SEF).
18	Tax Exemptions	SSSWF has been granted the following statutory exemptions by the Federal Board of Revenue (FBR): 1. Exemption under Section 2(36)(C) — Order granting approval to SSSWF as a Non-Profit Organization (NPO); and 2. Exemption under Section 159(1)/151 — Order granting a reduced rate of withholding tax on Profit on Debt.

S. No.	Task / Activity	Description of Work Completed
19	Petty Cash Management PSK & PSP - Thatta	Petty cash expenses have been managed in accordance with established financial controls. All petty expenditures have been recorded, reconciled, and reimbursed in timely manner.
20	Pocket Money - PSK Hostel	Monthly pocket money allowances for hostel students have been computed and disbursed in a timely manner.
21	Medical Expenses — PSK Hostel	Medical expense claims and direct payments for hostel students have been reviewed, approved, and reimbursed promptly.
22	Sidat Hyder Accounting Software	The implementation of Sidat Hyder accounting software has been finalized. The Finance Department is currently undergoing structured training.

8. PROCUREMENT OPERATIONS - SSSWF

This section presents a comprehensive account of the procurement activities carried out by the Procurement Department during the period January 1 to March 30, 2026. The report covers procurement operations across the projects

- Public School Korangi (PSK) — Karachi
- People's School Programme Thatta (PST) — Thatta

Throughout the quarter, the Procurement Department remained firmly focused on its core mandate of ensuring the timely availability of goods and services, enforcing cost-effectiveness through competitive procurement practices, upholding organizational transparency and compliance standards, and supporting the uninterrupted delivery of quality education at both institutions

PSK Procurement Activities:

The following procurement activities were planned, processed, and completed at Public School Korangi during the quarter under review. All procurements were conducted in compliance with organizational procedures, supported by comparative quotations and proper approval documentation.

S.No.	Item / Activity	Description
1	Examination Stationery	Supply of examination stationery in a timely manner.
2	Office Stationery	Procurement of general office stationery in a timely manner.
3	Cleaning & Janitorial Supplies	Sourcing of cleaning materials across the school premises in the timely manner.
4	Vehicle Repair & Maintenance	Facilitation of repair and maintenance works to ensure roadworthiness and operational continuity.
5	Electrical Materials & Fittings	Procurement of electrical items in a timely manner.
6	Carpentry Works & Materials	Sourcing of carpentry materials in a timely manner.
7	Plumbing Items	Procurement of plumbing materials in a timely manner.
8	Matric Board — Correspondence, Registration & Student Affairs	Management of all procurement and logistical support related to Matric Board correspondence in a timely manner.
9	First Floor Painting Material & Labor	Procurement of paint, in a timely manner.
10	Annual Result Day Trophies & Shields	Sourcing and procurement of trophies, shields, and recognition awards for distribution during the Annual Result Day ceremony to acknowledge and motivate outstanding academic performance.

PSP Thatta Procurement:

The following procurement activities were completed at the People's School Program Thatta site during the reporting quarter. Given the geographic distance from Karachi and the logistical considerations involved, particular emphasis was placed on developing a reliable local vendor network and ensuring timely delivery of all materials.

S.No.	Item / Activity	Description
1	Drainage System Installation	Procurement of materials and engagement of labour for the installation of a new drainage system.
2	Office Stationery	Procurement of general office stationery to support the daily operational requirements of the school administration.
3	Cleaning & Janitorial Supplies	Supply of cleaning and sanitation materials to maintain hygiene standards.
4	Front Building Surface Scraping & Repair	Procurement of materials and skilled labor for scraping, surface preparation, and repair works as part of ongoing structural maintenance and aesthetic improvement.
5	1 st Floor Corridor Material & Labor	Sourcing of construction and engagement of skilled labor for renovation and finishing works on the first-floor corridor
6	Solar System	Procurement of electrical wiring materials and coordination of installation works to integrate the solar power system.
7	Football Ground Goal Pool Construction	Procurement of materials and labor for the construction and installation of football ground.
08	Annual Result Day Medals	Sourcing and procurement of medals and recognition awards for the Annual Result Day.
9	Oil Paint Doors	Procurement of quality oil paint and related materials for the painting and finishing of doors.

Budget Monitoring:

- Approximately **1.56 MILLION** of budgeted procurement completed during the quarter.
- Managed several **unbudgeted emergency procurements** with prior approval from management.
- Ensured competitive quotation process (minimum 3 quotations where applicable).
- Closely monitored fluctuating market prices, especially construction and furniture materials.

Process Improvements Implemented:

- Strengthened quotation comparison procedures.
- Maintained proper requisition documentation before processing.
- Improved coordination between school administration and procurement department.
- Regular follow-up with finance department to avoid payment delays.
- Vendor performance tracking initiated.

9. STORE OPERATIONS - PSK

This section presents a structured account of the Store Department's activities, achievements, challenges, and procedural improvements for the period January to March, 2026. The report covers store operations in support of two institutional sites:

- Public School Korangi (PSK)
- People's School Program Thatta (PSP-T)

The Store Department is responsible for the systematic receipt, inspection, recording, safe custody, and issuance of all goods and materials procured for institutional use. Throughout this quarter, the department remained committed to maintaining accurate inventory records, ensuring timely issuance of materials to requisitioning departments, and upholding compliance with the Foundation's standard operating procedures for store management and documentation.

PSK Activities:

The following store activities covering the receipt, recording, safe storage, and controlled issuance of goods were completed at Public School Korangi during the quarter. All transactions were supported by GRN's, store issue vouchers, and verified requisition documentation

S.No.	Item / Activity	Store Activity Description
1	Cleaning Items	Cleaning and janitorial supplies issued to the relevant departments.
2	Office Stationery	General office stationery items were received into store and systematically issued to administrative and academic departments based on requisitions.
3	Examination Stationery	Examination stationery issued in a timely manner.
4	Additional Copies	Answer books were received and held in secure storage.
5	Books — Public School Korangi	Student textbooks for all classes were received from the supplier, tallied against purchase orders, entered into the store register, and distributed to class teachers.
6	Student Uniforms Received & Distributed	School uniforms were received from the designated vendor, inspected for quality and quantity, and distributed to eligible students in an orderly manner.
7	Electrical Items	Electrical items issued to the maintenance team.

S.No.	Item / Activity	Store Activity Description
8	Annual Result Day — Trophies & Shields	Trophies and shields for the Annual Result Day ceremony were received, and distributed on the day of the ceremony.
9	Annual Result Day — Medals Received & Issued	Medals for the Annual Result Day were received from the procurement department, and issued for distribution during the ceremony.
10	PSK Exterior Wall Paint Received & Issued	Paint materials for the exterior wall painting project at PSK were received from the supplier and then distributed.
11	PSK Swing & color material received & issued	Materials for the swing installation and painting works were received and issued to the relevant works team.

People's School Thatta – Activities:

Store activities at the People's School Program Thatta site were carried out with particular attention to documentation and coordination with the PSP Thatta Team.

S.No.	Item / Activity	Store Activity Description
1	Office Stationery Received & Issued	Office stationery items required for the administrative and academic functioning were received, recorded in the store register, and issued to the administration based on submitted and approved requisitions.
2	Cleaning Items Received & Issued	Cleaning and sanitation materials were received issued to the housekeeping team.
3	1 st Floor Corridor Paint Received & Issued	Paint and allied materials for the first-floor corridor renovation project were received and issued to PSP - Thatta

Process Improvements Implemented:

During this quarter, the following improvements were initiated:

- Improved coordination between school administration and procurement department.
- Regular follow-up with finance department to avoid payment delay

10. ADMINISTRATION OPERATIONS - PSK

This report presents the administrative progress and operational support provided during Q3 (January – March 2026) for the Sindh School System Welfare Foundation, Public School Korangi (PSK) and People's School Program – Thatta. Administrative operations during the quarter were focused on institutional strengthening, compliance management, infrastructure improvement, documentation control, and operational efficiency ensuring uninterrupted academic activities across both campuses.

Key Administrative Activities – PSK:

Key administrative actions undertaken:

- Coordination and facilitation of Board registration, correspondence, and student affairs.
- Facility improvements including:
 - ✓ External boundary wall painting.
 - ✓ Swing installation and campus maintenance.
 - ✓ Electrical, plumbing, and carpentry repairs.
- Examination stationery coordination before board deadlines.
- Lab material coordination for Biology, Chemistry, and Physics.
- Documentation management for vendor payments and record keeping.

Key Administrative Activities – PSP-T:

Administrative and infrastructure developments included:

- Complete ground floor renovation (classrooms, labs, art room, library, admin office, staff room).
- Auditorium paintwork and stage construction supervision.
- Corridor painting and door oil paint maintenance.
- Solar wiring coordination.
- Lab setup support (Biology, Chemistry, and Physics).
- Building scraping and finishing supervision.

Administrative Impact:

- Ensured compliance with regulatory authorities.
- Improved campus environment and safety standards.
- Strengthened inter-departmental coordination.
- Maintained audit-ready documentation records.
- Significant infrastructure uplift before academic sessions.
- Improved safety, hygiene, and learning environment.
- Strengthened vendor network in Thatta region.
- Reduced operational delays through on-site supervision and coordination.

Fire Drill

The fire drill was done for PSK academic, non-academic or support staff and hostel students. The activity



was to make the staff proactive in these conditions.



Ration Bags Distribution:

Each year, in the holy month of Ramadan, Sindh School System Welfare Foundation (SSSWF) follows the Sunnah of Holy Prophet (S.A.W) by intensifying welfare activities.

With the past experience the organization has developed a great experience and understanding the needs of deserving in the communities.

This year, 2025-26, Hundred 100 ration bags [Food items (FI's)] containing staples like flour, rice, sugar, pulses, oil/ghee, etc. were distributed among the staff of the constituent institutions of SSSWF, out of which 65 ration bags were distributed at Public School Korangi and 35 at Peoples School Program - Thatta.

Through this initiative, SSSWF aims to make a significant impact, offering not only material support but also a sense of solidarity and care during the blessed month of Ramadan.



PSK Landscaping Maintenance – Cleaning Bushes Back Side of the Premises

Before





After



Mess Roof Before



Mess Roof After



PSK Building Outside – Before



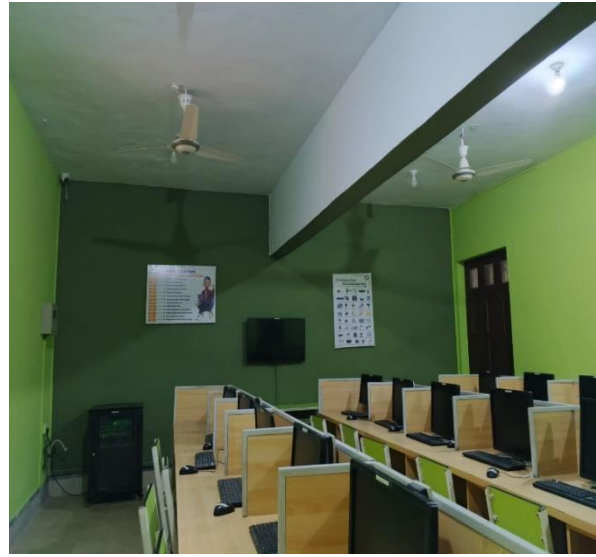
PSK Building Outside – After



IT Renovation Picture – Before



IT Renovation Picture – After



Corridor Before



Corridor After



STEAM LAB Before



STEAM LAB After



Stairs Before



Stairs After



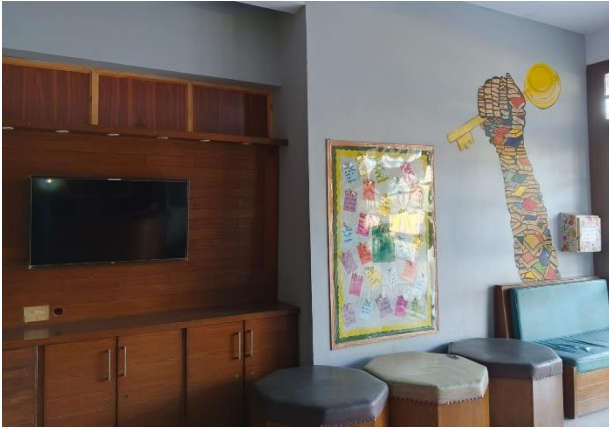
Ground Floor Corridor Paint



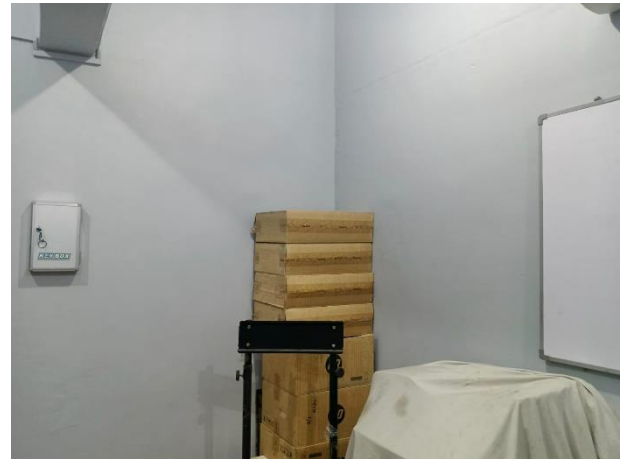
Swings Maintenance and Paint



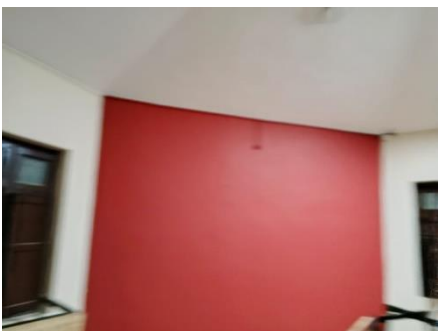
Reception Maintenance & Paint



I.T Room Maintenance & Pai



Mess Maintenance & Paint



11. ADMINISTRATION OPERATIONS – PSP THATTA

A series of significant infrastructure enhancement and maintenance works were completed at People's School Thatta during the period January – March 2026. The work aimed to improve school facilities, ensure a safer learning environment, and create a more functional and welcoming campus for students, staff, and visitors.

Key Tasks Completed:

S.No.	Activity	Activity Description
1	False Ceiling Repairing	Damaged panels in classrooms and corridor false ceilings were inspected, removed, and replaced with new materials.
2	Cabinet Making at Science Lab	New cabinets were constructed and installed in the science lab to provide better storage for equipment and materials, creating a more organized and functional workspace for students and teachers
3	Electrical Work – Batteries Water Changing	Maintenance was done on the school's battery-powered systems, with the water in the batteries being changed to maintain their efficiency and extend their lifespan.
4	Uniform Distribution	New uniforms were distributed to students, ensuring that all students have the necessary attire for school activities and events.
5	Shelf Repair at Academic Lead Office	The shelf in the Vice Principal's office was repaired, enhancing storage space and functionality in the office area.
6	Washroom Lock Changing	A new water pipeline was installed throughout the school to improve water flow and ensure a reliable supply for daily needs including washroom use, cleaning, and other school activities. The installation was completed efficiently and has significantly improved the overall water distribution system across the campus.
7	Solar Plate Connection Repairing and Installation	The solar power system connections were repaired, ensuring better energy efficiency and consistent power supply for

S.No.	Activity	Activity Description
		school operations and successful installation of six new solar plates and two new batteries.
8	Bio Metric Machine Installation	The successful installation of a biometric attendance machine at our school.
9	Fire Extinguisher Installed	Total six fire extinguisher cylinders have been successfully installed at key locations throughout the school building. The extinguishers have been strategically placed in the following areas: • Main entrance • IT lab • Electric room • Library • First and 2nd floor corridors • Near the science lab/classroom All fire extinguishers are in proper working condition and easily accessible in case of emergency. A demonstration on the proper use of the extinguishers will be scheduled for staff in the coming days.
10	Fully Functional Science Lab and STEAM Lab, Computer Lab & ECCE Section with pain work	The Science Lab has been equipped with essential apparatus, chemicals, and safety tools to facilitate hands-on experiments for students. Also, The painting work was carried out using quality materials to enhance cleanliness, brightness, and the overall learning environment.
11	Installation of Iron Grills Outside Windows	To enhance security and safety, iron grills were installed outside every window of the entire building.
12	Installation of CCTV Cameras at School Building	The successfully installed of CCTV cameras across the school building to enhance security and monitoring. A total of 16 CCTV cameras were installed at Main gate, offices, corridors and backside of building.
13	Installation of Haier Google TV at Computer Lab and Library & New TCL Android Google QLED TVs for AV Classes	The smart TV has been installed to enhance digital learning by providing access to educational videos, interactive lessons, and online content.

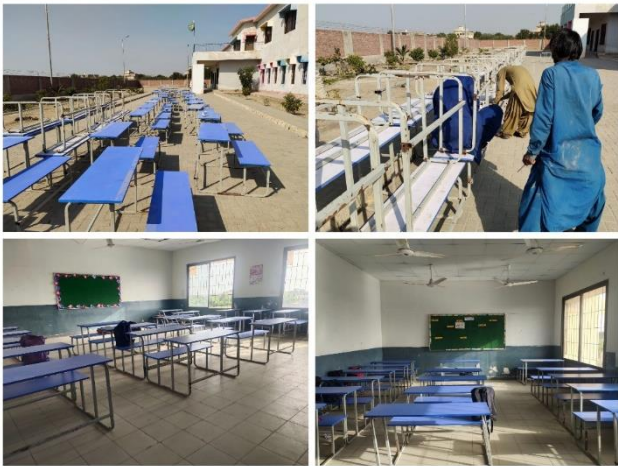
S.No.	Activity	Activity Description
14	Provision of Wooden Cabinets in Classrooms	Each classroom has been equipped with a wooden cabinet fitted with a secure lock, providing a safe and organized space for storing teaching materials, student files, and classroom supplies.
15	Installation of Classroom and Office Identification Tags	Clear and durable identification tags were installed on the doors of each classroom and office to improve navigation, organization, and accessibility within the school building.
16	Installation of High-Quality Door Locks in Classrooms	To enhance security and protect school property, durable and secure door locks were installed on every classroom door.
17	Plumbing and Sanitation Maintenance Work	The maintenance included improvements and repairs to sink cocks, washbasins, wastepipes & taps.
18	Installation of New Play Equipment in School Play Area	The successful completion of the installation of new play equipment in the school's play area. The project included pole climber, swings & slide.
19	Installation of Wall Clocks in Offices and Corridors	To improve time management and punctuality across the school, durable and accurate wall clocks were installed in all key office areas and corridors
20	Photocopy Machine Repair	The photocopy machine, which was previously out of order, has been thoroughly repaired and is now fully functional. All technical issues have been resolved, and the machine is working smoothly, supporting the administrative and academic documentation needs of the school.
21	Repair and Installation of Water Dispensers	The water dispensers have been successfully repaired and reinstalled at designated locations within the school premises. Four dispensers have been fixed, two on the ground floor and two on the first floor.
22	Blue Desk Furniture Repair	All damaged desks were carefully inspected, and necessary repairs were carried out to restore their strength, stability, and appearance. Loose joints were tightened, broken parts were replaced, and surfaces were refinished where needed.

S.No.	Activity	Activity Description
23	Provision of Soft Boards to All Classes	Soft boards were installed in each class to support teaching and learning activities.
24	Mosquito Spray at School Building	Mosquito spray was conducted twice across the entire school building as part of regular health and hygiene practices. The spraying targeted classrooms, washrooms, corridors, and outdoor areas.
25	Community Iftar Dinner	The successful arrangement of a Community Iftar Dinner for students and their parents.
26	Fiber Internet Connection	To enhance digital learning and improve administrative efficiency, a high-speed fiber internet connection was installed.
27	Provision of Crockery and Dining Items	The following items were arranged and provided: • Plates and spoons for daily student meals • Qaleens (floor rugs) to ensure comfortable seating during meal times • Dining covers to maintain cleanliness and organize food serving efficiently
28	Planation at School Park and Ground	A total of 600 plants were planted across the school premises as part of our environmental improvement initiative.
29	Installation of New Water Boring and Motor Pump	To address the issue of water shortage and ensure a regular water supply for daily use and plant maintenance, a new water boring was carried out. Along with this, a new motor pump (router) was installed to improve water flow and distribution across the school premises.
30	Construction Repairing Work at School Building Roof	To protect the structure from rainwater damage, comprehensive seepage control measures were carried out on roofs, walls, and other affected areas.
31	Ongoing School Building Paint Work	The painting of the school building is currently in progress, covering both interior and exterior areas.
32	Installation of Canopies at Play Area and Parking Area	The newly installed canopies provide effective shade and protection from sun and rain, ensuring comfort for students

S.No.	Activity	Activity Description
		during outdoor activities and safeguarding vehicles in the parking area.
33	School Sign Board Painting Work	The school sign board is currently undergoing painting to refresh its appearance and ensure clear visibility.
34	Repair and Reinstallation of Main Gate	The gate, which had been damaged, was thoroughly repaired and reinforced to restore its strength and functionality.
35	Provision of Learning Materials for ECCE Section	Age-appropriate educational materials, including learning aids, activity-based resources, and play items, were provided to support early learning and development.
36	Installation of Additional Wi-Fi Routers	The new routers were installed to improve internet coverage, signal strength, and connectivity across the premises.
37	Completion of Stage Construction in Auditorium Hall	The stage was constructed to support school assemblies, academic events, cultural programs, and performances
38	Completion and Ongoing of High-Quality Water-Based Paint Work	The successful completion of new and high-quality water-based (water mate) paint work in the principal office, academic lead office, biology lab, IT lab, science lab, art lab, staff room, auditorium hall, library, admin office, ECCE section, doors, ground floor corridor and washroom. And, The paint color work of the first-floor corridors and front school building is currently in process.
39	Kitchen Construction Work	The kitchen construction work is currently under process and progressing as planned.
40	Installation of Window Chick Mesh	The chick mesh has been installed at the library, auditorium hall, ECCE section, principal office & academic lead office.







12. OFFICIAL VISITS

Visit of SSS Founding Members:

The founding members of SSS [SANA (Sindhi Association of North America) School System (SSS) along with member Governance SSSWF, Dr. Mrs. Shireen Mustafa visited Sindh School System Welfare Foundation (SSSWF) Corporate office and Public School Korangi (PSK) on Wednesday, March 4, 2026.

SANA (Sindhi Association of North America) School System (SSS) which was later transformed into Sindh School System Welfare Foundation (SSSWF).

Following of thee founding members visited SSSWF:

1. Dr. Shireen Mustafa, Executive Member SSSWF
2. Dr. Hazoor Shaikh, Obstetrician & Gynaecologist
3. Dr. Ayoob Shaikh
4. Dr. Aijaz Turk



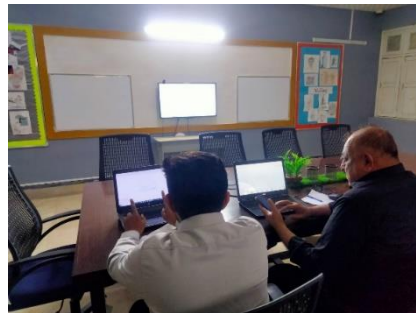
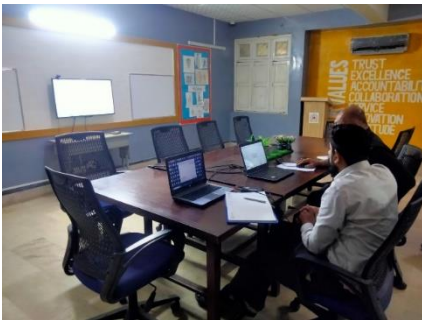
Sidat Hyder GL Software - Proposal

Sidat Hyder GL software proposal have been finalized as per our requirements at an agreed price of Rs. 275,000 including Tax.. Further, It is SQL Server-based application, with 5-five user's access. The training and implementation period is 2 weeks which will commence in due course.

The annual SLA is PKR 5,000. The payment terms are 50% mobilization advance and 50% upon deployment Out of which SSSWF has released 50% mobilization advance.

Sidat Hyder GL Software – Implementation & Training Session:

The complete database has been imported into the Sidat Hyder software according to our requirements, and GL software training is currently underway.



13. GOVERNANCE MEETINGS

The SSSWF Managing Committee comprises a diverse group of Members. The Managing Committee Members works collectively to enable independent judgement, decision making and idea generation in a collaborative environment. Regular meetings are scheduled during the quarter. During the Quarter following one meetings held:

1. 7th February 2026, Saturday

The Managing Committee meeting held on for overseeing the school's strategic direction, budget analysis, academic growth, and overall infrastructure. Regular meetings are convened to discuss various aspects of the school's operations, including academic performance, administrative matters, and future initiatives.

14. CONDOLENCE MEETINGS

The Sindh School System Welfare Foundation (SSSWF) deeply values its human capital and recognises that its employees are its greatest asset. Beyond academic and operational excellence, SSSWF is equally committed to the emotional well-being and dignity of its staff members. In line with this commitment, the

organisation held a formal Condolence Meeting during the quarter to honour and pay respects to the deceased family members of its employees.

The condolence meeting was organised as a sincere expression of solidarity, compassion, and institutional respect for the bereaved staff members. It reflected SSSWF's deeply held belief that an organisation's true strength lies in how it supports its people — not only in professional matters, but also in their personal moments of grief and loss.

The gathering provided an opportunity for the leadership, management, and colleagues to stand together in empathy, offering heartfelt prayers and moral support to the affected employees during a difficult time.

Event Highlights

- The meeting was attended by all its employees regardless of designation bereaved staff members head by CEO SSSWF.
- Prayers (Dua) were offered collectively for the departed souls, reflecting the organisation's respect for its people beyond the workplace.
- Words of comfort and support were shared by all reaffirming SSSWF's commitment to its employees' well-being.

Following of the condolence were being arranged in this quarter:

- Mother of Mr. Muhammad Faizan – Store Incharge PSK
- Grand Mother of Mr Zubair Hameed - Manager IT SSSWF
- Mr. Ibrahim [Ex-Security personnel PSK] & father of Mr. Jummah Security Guard PSK
- Maternal uncle of Mr. Javed Night Security Guard and Mrs. Rasheeda – Maaaid PSK
- Mother of Mr. Rasool Bux – Gardener PSK
- Brother-in-law of Mr. Abdul Majeed – Driver PSK
- Maternal uncle Mr. Shakir Ali, Manager Admin PSK
- Father of Mrs. Sabeela - Home Teacher PSP Thatta
- Paternal aunt of Mr. Zulfiqar, PSK Hostel Staff. & Maternal Grand Mother of Mr. Allah Jurio, PSK Hostel Staff.
- Paternal Aunt – Mr. Raheel, Vendor



Concludes