



ACTIVITY REPORT

DECEMBER
2023



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01 CEE IN Number

Workshops Conducted **06**

Other Activities & Events **07**

Location **Karachi/Islamabad**

Total Number of IBA Faculty Engaged **11**

Total Number of Non-IBA Faculty Engaged **11**

Guest Speakers **01**

02

Workshops

Masterclass: Managerial Communication Strategies for Success

December 4 & 5, 2023

The Center for Executive Education (CEE), IBA conducted the Masterclass: Managerial Communication Strategies for Success.

The Managerial Communications Strategies workshop provided participants with the skills and guided practice necessary to master fundamental concepts in corporate communication and professional interactions. A special emphasis was placed on influencing action in the workplace by leading more effectively through well-organized and successfully executed business communication strategies; with relevant writing and presenting mechanics and developing a strong personal brand.



Trainers: Ms. Nadia Sayeed

Participants: 6

Directors Training Program

December 11 to 15, 2023

The Center for Executive Education (CEE), IBA hosted a Directors' Training Program for the Directors, CEOs, company secretaries, and heads of functional departments.

The Directors Training Program (DTP) is CEE's flagship program that fulfills the needs of board members and directors of corporate and public sectors. The DTP enables participants to become members of the Board of Directors of the Publicly listed companies. In addition to fulfilling this requirement, the program enhances the participants' board leadership skills and improves their ability to succeed as a director in an increasingly complex environment.



Trainers: Dr. Ishrat Hussain, Mr. Abdul Rahim Suriya, Rahat Aziz, Ms. Mahreen Nazar, Ms. Nausheen Ahmed, Mr. Amar Naseer, Mr. Faheem UI Hassan

Participants: 22



Ease of Doing Business for Family-Owned Enterprises

December 11, 2023

The Center for Executive Education (CEE), IBA conducted Ease of Doing Business for Family-Owned Enterprises at the University of Sialkot.

In today's ever-evolving business landscape, family-owned enterprises play a pivotal role in economic growth and sustainability. However, operating and expanding such businesses often presents unique challenges. This one-day workshop explored strategies to address these challenges and equipped participants with the knowledge and strategies needed to thrive in this dynamic environment. Don't miss this opportunity to equip yourself with valuable knowledge and tools to enhance your family-owned business's success.



Trainer: Dr. Ishrat Hussain

Participants: 24

Certificate in Procurement Management: For the Public & Private Sector Procurement Professionals

December 18 to 22, 2023

December 18 to 22, 2023: The Center for Executive Education (CEE), IBA conducted a Certificate in Procurement Management: for the Public & Private Sector Procurement Professionals.

In this comprehensive training program, participants learned the procurement life cycle from buyers' and sellers' perspectives, building an understanding of key issues and best practices. The program equipped participants with practical skills in preparing and evaluating bidding documents, providing exposure to real-time cases and global certifications, and fostering a transformation into lifelong learners. Topics covered included procurement planning, methods, bidding document preparation, RFP creation, bid submission and opening, bid evaluation, contract management, dispute resolution, and insightful comparisons of procurement regimes and Incoterms.



**Trainer: Dr. Rameez Khalid, Dr. Shahid Mir,
Mohsin Patel, Ali Imam Qadri**

Participants: 11

Bar Transfer Test - Batch 2

December 3, 2023

IBA Legal Skills Forum hosted a successful open house on the 3rd of December for aspiring barristers wanting to enroll in the 2023-24 intake. Participants were provided guidelines on the timeline and procedure of the program by the instructors and had a chance to network with fellow peers on Campus. The sessions will cover all the topics thoroughly, ensuring a smooth pace for all the students. Some key aspects that the course will include are legal knowledge review, exam structure, case studies, and practice exams.



Trainers: Mr. Wahaj Ali Khan, Mr. Ahrar Jawaid Bhutto,
and Mr. Shanzeh Junnaid

Participants: 35

IBA Bar Transfer Test: Islamabad Launch 2023

December 9th, 2023

IBA Bar Transfer Test in Islamabad December 9, 2023: The preparatory classes for the Bar Transfer Test (Batch 2) commenced at the Center for Executive Education, IBA in Islamabad. Experienced professionals in the field are teaching this course, Mr. Muhammad Haris, Mr. Khaliq Zaman, and Mr. Hamza Malik. The sessions will cover all the topics thoroughly, ensuring a smooth pace for all the students. Some key aspects that the course will include are legal knowledge review, exam structure, case studies, and practice exams.



Participants: 10

03

Customized



Discovering Leadership through Self-Analysis: Customized Program for Samba Bank - Lahore

December 7 & 8, 2023

The Center for Executive Education (CEE), IBA conducted a customized program for Samba Bank on Discovering Leadership through Self-Analysis.

The program helped participants identify their leadership traits, styles, and qualities using various scientific exercises and tests. The participants also played a Lego game to identify the leadership qualities at the Samba Bank leadership, find gap areas, and brainstorm solutions to fill in those gaps by developing the required leadership potential.



Trainer: Dr. Khurram Jahangir Sharif

Participants: 25



Customized

OGDCL x IBA Learning Excellence for Accelerated Progression (LEAP) Cohort – 4

December 4 to 15 , 2023

The Center for Executive Education (CEE), IBA conducted the LEAP program, Cohort 4, was a significant and enriching experience for the 30 skilled officers from diverse departments of OGDCL. Hosted at the IBA office in Islamabad, the program aimed to refine their leadership abilities and foster positive changes in their professional spheres.

Throughout the intensive two-week program, participants were exposed to various aspects of leadership, including best practices, emotional intelligence, soft and functional skills, and effective strategies through Action Learning. Additionally, the incorporation of a LEGO Serious Play module likely contributed to enhancing critical decision-making and problem-solving skills.



Dr. Khurram Jahangir Sharif, Dr. Asad Ilyas,
Dr. Sharjeel Hasnie, Salman Shahzad,
Barrister Mahreen Khan, Dr. Muhammad Wasif &
Dr. Hilal Butt.

Participants: 30



Customized

OGDCL x IBA Learning Excellence for Accelerated Progression (LEAP) Cohort – 5.

December 18 to 30, 2023

The Center for Executive Education (CEE), IBA conducted the LEAP program, Cohort 5, was a significant and enriching experience for the 30 skilled officers from diverse departments of OGDCL. Hosted at the IBA office in Islamabad, the program aimed to refine their leadership abilities and foster positive changes in their professional spheres.

Throughout the intensive two-week program, participants were exposed to various aspects of leadership, including best practices, emotional intelligence, soft and functional skills, and effective strategies through Action Learning. Additionally, the incorporation of a LEGO Serious Play module likely contributed to enhancing critical decision-making and problem-solving skills.



Dr. Khurram Jahangir Sharif, Dr. Asad Ilyas,
Dr. Sharjeel Hasnie, Salman Shahzad,
Barrister Mahreen Khan, Dr. Nadeem Kureshi & Abdul Rahim Suriya.

Participants: 30

Other Activities & Events

December 2023

**THE
NETWORKERS
GUILD** 

The Islamabad campus of the Institute of Business Administration (IBA) organized a Networking Mixer in partnership with The Networkers Guild (TNG). This event served as a gathering point for prominent figures in the industry, providing an evening dedicated to networking and dinner.



Total Participants: 10

Other Activities & Events

Conducted PGD Project Management Interim Presentation

December 5th, 2023



Conducted PGD Healthcare Management, Interim Presentation

December 5th, 2023



Other Activities & Events

Conducted Gimpex Simulation for PGD Supply Chain Management Candidates

December 10th, 2023



Conducted PGD Admission Test

December 17th, 2023



Meetings Conducted

December, 2023

- December 04, 2023: Meeting with AM Learning at EBM
- December 04, 2023: Meeting with GM HR Soorty2. The Networkers Guild x IBA CEE, Mixer 2023.
- December 04, 2023: Meeting with Head HR and IR Sanofi
- December 05, 2023: Meeting with Learning and Development team Searle
- December 05, 2023: Meeting with AM Learning Ismail Industries
- December 07, 2023: Meeting with Head of Learning and Development & AM Learning and Development BoP Head Office Lahore
- December 08, 2023: Meeting with HR manager Greenstar Regional Office Lahore
- December 29, 2023: Meeting with Mr. Talat Haider, Principal Oil & Gas Training Institute.
- December 30, 2023: Meeting with Mr. Muzaffar Mirza, Head of Legal SECP.

Abdul Rehman CEE Meetings:

- Meeting with Zariya (NGO).
- Meeting: Team IBA Singapore Meditation Training.
- Meeting with Kinza Tahir for Consultancy.
- Meeting with Dr. Nida Aslam Khan.
- Meeting with Ejaz Qadri, Independent Trainer.
- Meeting on Process Mapping – Faculty Onboarding with Quality Assurance.
- Meeting with Rahat Aziz leap faculty of Diploma in Corporate Laws.
- Meeting with Syeda Rida Fatima - Secretary Islamabad High Court Association Bar. Regarding BTT Islamabad.
- Meeting with Imran Jawed (Sr. Manager - HR L&D) & Hira (L&D) at Soorty Enterprises Head office.
- Meeting with Amna Kamran (AM - Learning & Culture) & Syed Bilal Nasir (Executive - Learning & Culture) at EBM Head Office.
- Meeting with Nauman Khan (Head of HR and Industrial Relations) at Sanofi Aventis Head office.