

## User Manual of Office Admin of LGED Personnel Management Information System (PMIS)

### How to Approve User Profile?

1. Please type [pmis.lged.gov.bd](http://pmis.lged.gov.bd) in the address bar of your Internet browser like Mozilla Firefox, Internet Explorer etc. The following screen will appear.



**Login Panel**

User Name :

Password :

[Register](#) If you don't have an account.  
[How to Registration?](#) or [User Manual](#).

2. Enter your User Name, Password and click on **Login**.

**Type the User Name & Password provided by MIS unit**



**Login Panel**

User Name :

Password :

[Register](#) If you don't have an account.  
[How to Registration?](#) or [User Manual](#).

- After successfully login to the system, you will get the following window. Check the pending user profiles.

Welcome to LGED PMIS									
Office of the Executive Engineer, Dhaka									
Employee User Profile									
Sl. No.	Name	User Name	Designation & Office	Personal Email	Cell No	Image of User	Employee Details	Approval	Delete
1	Partha Sarkar	Partha_Sarkar	AE	rokitb_0304057@yahoo.com		Photograph Not Available	<a href="#">Employee Details</a>	Approved	<a href="#">Delete</a>
2	Sohel Rana	sohelRana	Sr. AE, CRDP	srana@lged.gov.bd		Photograph Not Available	<a href="#">Employee Details</a>	Approved	<a href="#">Delete</a>
3	rahman	rah004		zia.gss@gmail.com		Photograph Not Available	<a href="#">Employee Details</a>	Approved	<a href="#">Delete</a>
4	rahman ziaur	rah009	dhaka XEN Programmer	zia.gss@gmail.com	0181746188		<a href="#">Employee Details</a>	Approved	<a href="#">Delete</a>
5	rahman ziaur	rah012	dhaka XEN Programmer	zia.gss@gmail.com	0181746188	Photograph Not Available	<a href="#">Employee Details</a>	<a href="#">Do Approve</a>	<a href="#">Delete</a>
6	rahman ziaur	rah013	dhaka XEN Programmer	zia.gss@gmail.com	0181746188		<a href="#">Employee Details</a>	<a href="#">Do Approve</a>	<a href="#">Delete</a>
7	rahman ziaur	rah014	dhaka XEN Programmer	zia.gss@gmail.com	0181746188		<a href="#">Employee Details</a>	<a href="#">Do Approve</a>	<a href="#">Delete</a>
8	rah ziaur	rah015	dhaka XEN Programmer	zia.gss@gmail.com	0181746188		<a href="#">Employee Details</a>	<a href="#">Do Approve</a>	<a href="#">Delete</a>
9	rahman ziaur	rah016	WP, MIS	zia.gss@gmail.com	0181746188	Photograph Not Available	<a href="#">Employee Details</a>	<a href="#">Do Approve</a>	<a href="#">Delete</a>
10	rahman ziaur	rah017	dhaka XEN Programmer	zia.gss@gmail.com	0181746188		<a href="#">Employee Details</a>	Approved	<a href="#">Delete</a>
11	rahman ziaur	rah018	dhaka XEN Programmer	zia.gss@gmail.com	0181746188		<a href="#">Employee Details</a>	<a href="#">Do Approve</a>	<a href="#">Delete</a>

- To approve employee profile click on **Approve** link of the respective employee's row. To disapprove/ delete any pending employee profile, click on **Delete** link of the respective employee's row