

NAVIGATION

New Visit

Today Queue

New Visit

Reception: visitor info + department + officer select → notify শুধু ওই officer কে।

Visitor Information

Visitor Name

Phone

Organization

Purpose

Proposed Time

Date

Time

Now

+15m

+30m

+1h

Saved as ISO datetime (auto).

Photo URL (temporary)

Host Selection

Department

Officer (Host)

Note: Notification শুধু selected officer-এর কাছেই যাবে।

Visit created; #33 (PENDING)

Create Visit (PENDING)

Visit Approval

Done: APPROVED

Visitor: Shajib Hasan (01705555555)

Org: MML

Purpose: Official Meeting

Status: APPROVED

NAVIGATION

[ADMIN](#)

[Employees](#)

[Import Employees](#)

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Reports

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Reports

Filter visits and export CSV

[Export CSV](#)

[Run Report](#)

From date

02/15/2026

To date

02/15/2026

Status

All

Department

Planning

Host (Officer)

All (dept)

Found 1 records

Visitor	Org	Time	Status
Onkur (-)	MML	Feb 15, 2026, 10:31 AM	COMPLETED

NAVIGATION

ADMIN

Employees

Import Employees

Departments

Reports

Audit Logs

Audit Logs

Every state change should be logged (mock view)

Time	Action	Entity	Status
Jan 15, 2026, 11:09 AM	EMP_DELETED	employee #59	—
Jan 15, 2026, 11:09 AM	EMP_DELETED	employee #58	—
Jan 15, 2026, 11:08 AM	EMP_DELETED	employee #63	—
Jan 14, 2026, 05:21 PM	EMP_IMPORT_CSV	employee #bulk	—
Jan 14, 2026, 05:11 PM	EMP_IMPORT_CSV	employee #bulk	—
Jan 14, 2026, 03:53 PM	DEPT_DELETED	department #23	—
Jan 14, 2026, 03:53 PM	DEPT_CREATED	department #23	—
Jan 14, 2026, 03:43 PM	DEPT_DELETED	department #22	—
Jan 14, 2026, 03:29 PM	EMP_UPDATED	employee #58	—
Jan 14, 2026, 03:29 PM	EMP_CREATED	employee #63	—
Jan 14, 2026, 03:29 PM	DEPT_CREATED	department #22	—
Jan 14, 2026, 03:18 PM	EMP_CREATED	employee #62	—
Jan 14, 2026, 03:17 PM	DEPT_CREATED	department #21	—
Jan 14, 2026, 01:07 PM	EMP_DELETED	employee #60	—