



No. 2487 /Admn(F-I)
Directorate of Public Instruction
(Elementary Education) Punjab
9-A Hall Road, Lahore.
Email.dpielementarypunjab@gmail.com

Dated 9-8 /2016

ORDER

The services of following teachers on the recommendations and consent of EDO (Relieving & Recipient) are hereby placed at the disposal of concerned Executive District Officer (Education) for further posting /adjustment under the terms and conditions given below:- (01 to 18).

Sr. No	Name, Designation & present place of posting	Services placed at the disposal of EDO (Edu)	N.O.C. issued by recipient EDO(Edu).
1.	Mst. Zobia Nighar, EST(PET), Govt. Girls High School, Pind Dadan Khan District Jhelum	Sargodha	NOC No. 12504/E-I Dated 06.08.2016
2.	Mst. Shabnum Shahzadi, EST, Govt. Girls Elementary School, Kalra Kalan District Gujrat	Lahore	NOC No. 6290/Admn Dated 25.07.2016
3.	Mst. Nafieesa Naz, EST, Govt. Girls High School, Sohawa Dillowana District M.B.Din	Lahore	NOC No. 2715/Admn Dated 02.04.2016
4.	Mst. Attia Atta, SESE (Science) Govt. Elementary School, Kot Sajana District Hafizabad	Gujranwala	NOC No. 4831/A-3 Dated 14.06.2016
5.	Mst. Iram Amjad, EST, Govt. Girls High School, Dhal, District Mandi Bahauddin	Sargodha	NOC No. 12192/E-I Dated 30.07.2016
6.	Mst. Surraya Andleeb, EST, Govt. Elementary School, Chak No. 293/GB Tehsil & District Toba Tek Singh	Lahore	NOC No. 6689/Admn Dated 03.08.2016
7.	Mst. Asma Tabesum, EST, Govt. Girls Elementary School, Chak No. 171/TDA Tehsil & District Layyah	Bhakkar	NOC No. Admn-II/2015/6207 Dated 02.08.2016
8.	Mst. Sadia Khan, SESE (Math), Govt. Girls Higher Secondary School, Khan Bela Tehsil Liaqatpur District R.Y.Khan	Bahawalpur	NOC No. 10645/E-I Dated 03.08.2016
9.	Mst. Mehwish Ashraf, EST, Govt. Girls Community Model Elementary School, 82/6-R District Sahiwal	Bahawalnagar	NOC No. 9245/Admn(F) Dated 02.08.2016
10.	Mst. Sajida Parveen, SESE(Sc) Govt. Girls High School, Litra Tehsil Taunsa District D.G.Khan	Lahore	NOC No. 6804/Admn Dated 04.08.2016
11.	Mst. Samreen Talat Rana, SESE (English) Govt. Elementary School, Matrian Tehsil & District Lodhran	Vehari	NOC No. 5055/Admn-M Dated 03.08.2016
12.	Mst. Urooj Kanwal, EST (G), Govt. Girls High School, Mubarik Colony Gujranwala	Sheikhupura	NOC No. 16/E-II(F)/5394 Dated 30.06.2016
13.	Mst. Sania Khalid, EST, Govt. Girls Elementary School, Sore Tehsil Kahuta District Rawalpindi	Chakwal	NOC No. 1654/EC-I Dated 14.04.2016
14.	Mst. Aqsa Mahmood, EST (G), Govt. Girls High School, 447/EB Tehsil Burewala District Vehari	Khanewal	NOC No. 7425/Admn(W-II) Dated 04.08.2016
15.	Mst. Rizwana Inam, EST, Govt. Girls Elementary School, 24/GD District Okara	Multan	NOC No. 5091/Admn-II Dated 06.08.2016
16.	Mst. Rubab Sadiq, SESE (Science) Govt. Girls High School, Sankhtara Tehsil Zafarwal District Narowal	Kasur	NOC No. 4021/Admn-II Dated 30-05-2015
17.	Mst. Tahseen Sultana, EST, Govt. High School, No. 4 Jauharabad District Khushab	Lahore	NOC No. 6749/Admn Dated 03.08.2016
18.	Mst. Saeeda Tabassum, EST, Govt. Girls Elementary School, Chak No. 141/NB Tehsil Sillanwali District Sargodha	Faisalabad	NOC No. 19261/Admn-II Dated 06.08.2016

TERMS AND CONDITIONS:-

1. They will move at their own expenses. The transfer order is being issued on the request of the incumbent therefore no TA / DA is allowed.
2. They will be placed at the bottom of seniority list of the cadre in their respective District.
3. Female teachers recruited in Boys Schools and want to be transferred in Girls Schools at their own request will be placed at the bottom of seniority of female teachers.
4. Female teachers working in Girls Schools will not be transferred in Boys Schools.
5. They will be relieved / joined by the EDO (Edu) / DEO (M/W-EE)/SE) concerned in the light of directions contained in letter No. SO(SE-IV)2-34/2009(Transfer) Dated 25-07-2014 and extended vide letter No. SO(SE-IV)2-34/2009(Transfer) Dated 13-08-2014 issued by the Govt. of the Punjab School Education Department and Transfer Policy 2013 vide No. SO(SE-IV)2-34/2009 (Transfer) Dated 17-04-2013 and as amended vide letter No. SO(SE-IV)2-34/2009(TR) Dated 24-07-2014. Further amended vide No. SO(SE-IV)2-34/2009(TR) Dated 27-07-2016.

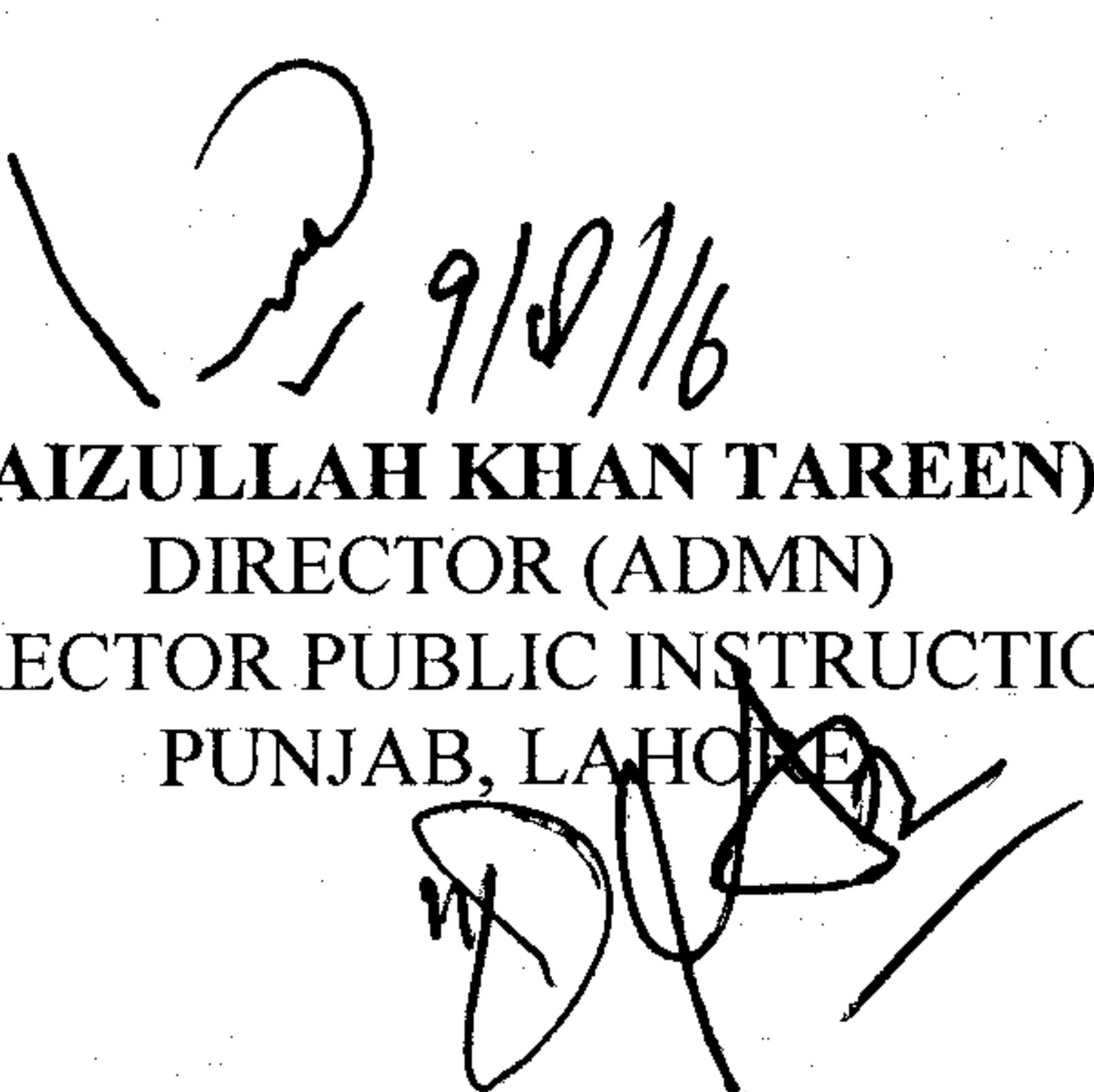
6. Before relieving / joining of the incumbents, it might be ensured that no enquiry is pending against the incumbent.
7. **Verification of Service Record shall be made by the relieving/joining as well as recipient District.**
8. **If any discrepancy is detected subsequently, the relieving officer will be held responsible.**
9. They will be relieved as and when further adjustment orders are issued by the recipient Executive District Officer (Edu).
10. The posting / transfer shall be made only against the vacant posts.
11. Erratic Posting / Transfer against irrelevant grades, subjects or cadre shall not be made under any circumstances, nor there will be any room for loan basis or temporary adjustments.
12. **In case of Primary School with one or two Primary School Teachers (PSTs), the teacher shall not be transferred without a substitute and the substitute takes the charge first then the second teacher may be relieved.**
13. In case of a school with single PST/EST/SST (Science) and SST Computer Science, the teacher will not be transferred without a substitute.
14. As one time dispensation during entire service, divorced and widow teachers may be transferred against vacancy during ban and before completing three years tenure in the present school.
15. As one time dispensation during entire service married Teacher /Educator may be transferred against vacancy during lifting of ban before completing three years tenure in the present school.
16. The transferee will not be relieved till his/her adjustment in the receiving District.
17. In case of any discrepancy EDO concerned / DDO will inform immediately to this Directorate.
18. In addition to above mentioned policy amended vide No. SO(SE-IV)2-34/2009(TR) Dated 27-07-2016.


(MALIK RIAZ HUSSAIN)
 DIRECTOR PUBLIC INSTRUCTION (EE)
 PUNJAB, LAHORE

Endt. No. 2488 /Admn(F-I)

Copy forwarded for information & necessary action to:-

1. P.S to Secretary School Education, Govt. of the Punjab, Lahore.
2. The District Coordination Officer, Concerned.
3. The Executive District Officer (Edu), Concerned. He is directed to ensure compliance of Govt. of the Punjab School Education Department vide letter No. SO(SE-IV) 2-34/2009(TR) Dated 31-05-2013 and amended vide letter No. SO(SE-IV) 2-34/2009(TR) Dated 24-07-2014 and amended vide letter No. SO(SE-IV)2-34/2009(TR) Dated 27-07-2016.
4. The District Education Officer (M/W-EE/SE) concerned.
5. The District Accounts Officer, concerned.
6. The Deputy District Education Officer (M/W-EE) concerned.
7. The Headmaster/Headmistress concerned.
8. The teacher concerned
9. Notification file.


(FAIZULLAH KHAN TAREEN)
 DIRECTOR (ADMN)
 FOR DIRECTOR PUBLIC INSTRUCTION (EE)
 PUNJAB, LAHORE