



No. 2514 /Admn(F-I)
**Directorate of Public Instruction
 (Elementary Education) Punjab
 9-A Hall Road, Lahore.**
 Email: dpi@elementarypunjab@gmail.com

Dated 10-8- /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. Ayesha Mustafa, SESE (Scienc), Govt. Girls Elementary School, Ghuman Kay Tehsil Pattoki District Kasur	Faisalabad	NOC No. 19260/Admn-II Dated 06.08.2016
2.	Mst. Ayesha Ashraf, SESE (Sc) Govt. Girls High School, 24/WB Tehsil & District Vehari	Faisalabad	NOC No. 10480/Admn Dated 11.08.2015
3.	Mst. Uzma Iqbal, EST, Govt. Primary School, Khawaspur Tehsil & District Jhelum	Chakwal	NOC No. 4032/Ec-I Dated 08.08.2016
4.	Mst. Mehnaz Jamil, EST(Sc), Govt. Technical Girls High School, Sangla Hill Tehsil Sangla Hill District Nankana	Lahore	NOC No. 1500/E-II Dated 01.06.2015
5.	Mst. Asia Iqbal, EST, Govt. Girls Elementary School, Munday Shah Tehsil Kot Adu District Muzaffargarh	R.Y.Khan	NOC No. 7650/Admn-I Dated 02.08.2016
6.	Mst. Aqsa Andleeb, SESE (Sc), Govt Girls Elementary School, 44/SP Vilia Heveli Lakha Depalpur District Okara	Sheikhupura	NOC No. 16/E-II(F)/5527 Dated 15.07.2016
7.	Mst. Rukhsana Naz, EST(G), Govt. Girls Middle School, 57/WB Tehsil & District Vehari	Bahawalpur	NOC No. 10596/E-I Dated 02.08.2016
8.	Syeda Maryam Zahra, EST, Govt. Girls Elementary School, Ugawal District Gujrat	Bahawalnagar	NOC No. 9169/Admn(F) Dated 01.08.2016
9.	Mst. Haida Toor, SESE(Sc), Govt. Girls Elementary School, Chak No. 13/65 Tehsil & District Nankana Sahib	Lodhran	NOC No. 3932/Admn Dated 05.08.2016
10.	Mst. Sadia Fehmeena EST(Sci), Govt. Girls Elementary School, 688/28-GB Tehsil Pirmahal, District Toba Tek Singh	Jhang	NOC No. 7990/Admn Dated 06.08.2016
11.	Mst. Naila Bashir, EST (G), Govt. Girls Primary School, Ikhlas Tehsil Pindigheb District Attock	Lahore	NOC No. 7445/Admn Dated 03.08.2016
12.	Mst. Anila Rafiq, EST, Govt. Girls High School, 63/EB Tehsil Arifwala District Pakpattan	Sahiwal	NOC No. 5222/Admn-II Dated 03.08.2016
13.	Mst. Shaista Parveen, EST (G), Govt. Girls Community Model School, Mud Bhora Tehsil Khan Pur District R.Y.Khan	Multan	NOC No. 5033/Admn-II Dated 03.08.2016
14.	Mst. Munira Bibi, EST (PET), Govt. Girls Middle School, 323/EB Tehsil Burewala District Vehari	Khanewal	NOC No. 7620/Admn(W-II) Dated 08.08.2016
15.	Mst. Aneesa Batool, EST, Govt. Elementary School, 395/JB Tehsil & District Toba Tek Singh	Lahore	NOC No. 6647/Admn Dated 02.08.2016
16.	Mst. Sumera Safdar, SESE (Urdu) Govt. Girls High School, Punja Kasana District Gujrat	Sargodha	NOC No. 12700/E-I Dated 09.08.2016
17.	Mst. Shabnam Sattar, EST, Govt. Elementary School, Ram Gharh 12/RB Tehsil Safdarabad District Sheikhupura	Lahore	NOC No. 7147/Admn Dated 10.08.2016
18.	Mst. Samreen Nazar, EST (G) Govt. Girls Elementary School, Hasnot District Jhelum	Gujranwala	NOC No. 6054/A-3 Dated 08.08.2016
19.	Mst. Naheed Sarwar, EST (G) Govt. Girls Middle School, 211/EB Tehsil Arifwala District Pakpattan	Vehari	NOC No. 5106/Admn-F Dated 05.08.2016
20.	Mst. Faiza Anjum, EST (Math)m Govt. Higher Secondary School, 73/5-L, District Sahiwal	Khanewal	NOC No. 7381/Admn(W-II) dated 02.08.2016
21.	Mst. Naheed Sadiq, EST, Govt. Girls High School, Kandan Sian Tehsil Daska District Sialkot	Layyah	NOC No. 4385/Admn Dated 22.06.2016
22.	Mst. Rafia Mussarat, EST (Arts) Govt. Elementary School, Badwal Tehsil Shakargarh District Narowal	Lahore	NOC No. 444/Admn Dated 07.04.2016
23.	Mst. Komal Zafar, SESE (Math), Govt. Girls High School, Jandiala Tehsil Zafarwal District Narowal	Sialkot	NOC No. 4842/Admn Dated 06.08.2016
24.	Mst. Fareeha Naz, SESE(PET), Govt. Girls Middle School, 1/8-R, Tehsil Mian Channu District Khanewal	Multan	NOC No. 5144/Admn-I Dated 08.08.2016

TERMS AND CONDITIONS:-

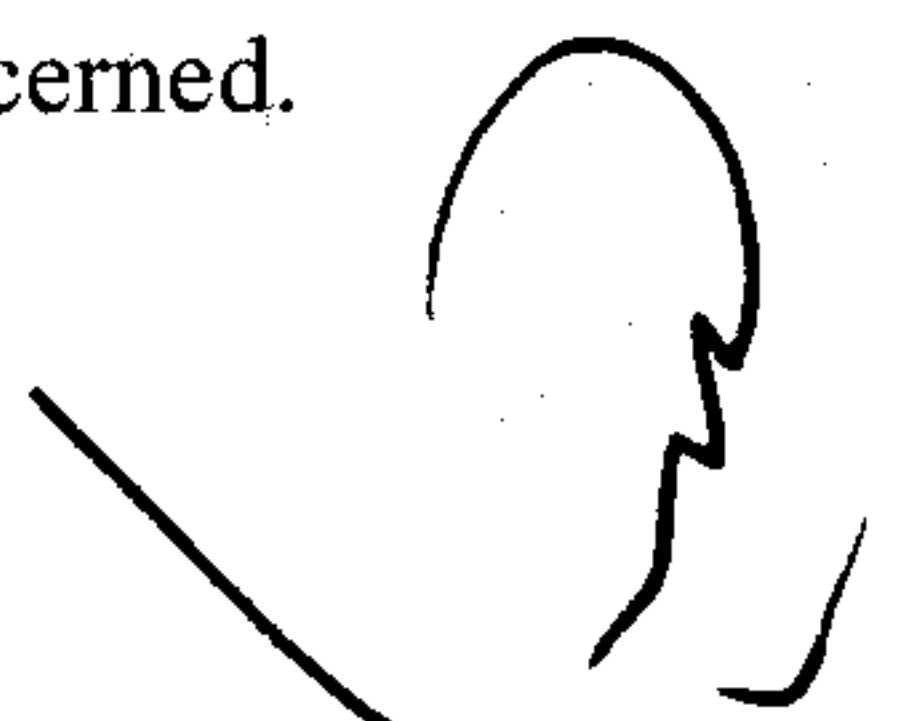
1. They will move at their own expenses. The transfer order is being issued on the request of the incumbent therefore no TA / DA is allowed.
2. They will be placed at the bottom of seniority list of the cadre in their respective District.
3. Female teachers recruited in Boys Schools and want to be transferred 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) 10/8/16
DIRECTOR PUBLIC INSTRUCTION (EE)
PUNJAB LAHORE.

Endt. No. 2515 /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.