



No. 2465 / Admn(F-I)
**Directorate of Public Instruction
 (Elementary Education) Punjab**
9-A Hall Road, Lahore.
 Email: dpi elementary punjab@gmail.com

Dated 03-08 / 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. Jazia Munawar, SESE (Math), Govt. Girls Community Model Elementary School, 215/RB, District Faisalabad	Nankana	NOC No. 1417/E-II Dated 02-04-2016
2.	Mst. Tahira Yasmeen, SESE(Science) Govt. Girls Elementary School, Chak No. 451/JB, Tehsil & District Jhang	Faisalabad	NOC No. 14748/Admn-II Dated 13.06.2016
3.	Mst. Sarwat Nisar, EST, Govt. Girls Model High School, Liaqat Pur District R.Y.Khan	Bahawalpur	NOC No. 9200/Admn(1) Dated 27.05.2015
4.	Mst. Sumaira Yasmin, SESE(Sci) Govt. Girls Elementary School, Ahmarabad District Sargodha	M.B.Din	NOC No. 2547/A-II Dated 04.05.2016
5.	Mst. Shahana Kousar, EST, Govt. Girls Elementary School, 157/GB Gojra District T.T.Singh	Faisalabad	NOC No. 13098/Admn-II Dated 18.05.2016
6.	Mst. Rehana Yasmin, EST(G) Govt. Girls Elementary School, 24/GD District Okara	Lahore	NOC No. 6340/Admn Dated 26.07.2016
7.	Mst. Sidra Afzal, EST, Govt. Girls Elementary School, Akbar Sahu Tehsil Pirmahal District T.T.Singh	Lahore	NOC No. 6393/Admn Dated 26.07.2016
8.	Mst. Shumaila Naseer, EST, Govt. Girls High School, 247/GB Tehsil District Toba Tek Singh	Jhang	NOC No. 7534/Admn Dated 22.07.2016
9.	Mst. Sidra Zafar, SESE(Math) Govt. Boys Elementary School 28/3-R Tehsil Haroonabad District Bahawalnagar	Faisalabad	NOC No. 15235/Admn-II Dated 09.12.2015
10.	Mst. Saiqa Ume Hani, EST(G) Govt. Girls Elementary School, Aliana Tehsil & District Jhang	Faisalabad	NOC No. 15279/Admn-II Dated 21.06.2016
11.	Mst. Faiza Zafar, EST, Govt. Girls Elementary School, 305/GB Tehsil & District Toba Tek Singh	Lahore	NOC No. 5690/Admn Dated 27.06.2016
12.	Mst. Tanveer-un-Nisa EST, Govt. S.K. Girls High School Wazirabad District Gujranwala	Sialkot	NOC No. 4312/Admn Dated 24.08.2016
13.	Mst. Riffat Ara, EST, Govt. Girls Elementary School, Halla Syedan Tehsil & District Nankana Sahib	Okara	NOC No. 4409/Admn(W) Dated 16.07.2016
14.	Mst. Tehmass Umbreen EST(Math) Govt. Girls High School, 324/GB Tehsil Pirmahal District Toba Tek Singh	R.Y.Khan	NOC No. 7058/Admn-I Dated 30.06.2016
15.	Mst. Nasima Iqbal, EST Govt. Girls High School, 40/GD District Okara	Faisalabad	NOC No. 13237/Admn-II Dated 15.10.2016
16.	Mst. Misbah Khalid, EST, Govt. Girls High School, 340/GB Tehsil & District Toba Tek Singh	Okara	NOC No. 7043/Admn(W) Dated 17.12.2015
17.	Mst. Nazia Ashraf, EST Govt. Girls Elementary School, Halla Syedan Tehsil & District Nankana Sahib	Okara	NOC No. 4493/Admn(W) Dated 25.07.2015
18.	Mst. Mehwish Batool, EST, Govt. Girls Higher Secondary School, Bharpur Tehsil Kallar Kahar District Chakwal	Rawalpindi	NOC No. 5772/A-II Dated 29.07.2016
19.	Mst. Tanveer Anjum, EST, Govt. Girls High School, Khanqah Sharif Tehsil & District Bahawalpur	R.Y.Khan	NOC No. 8831/Admn-I Dated 24.08.2015

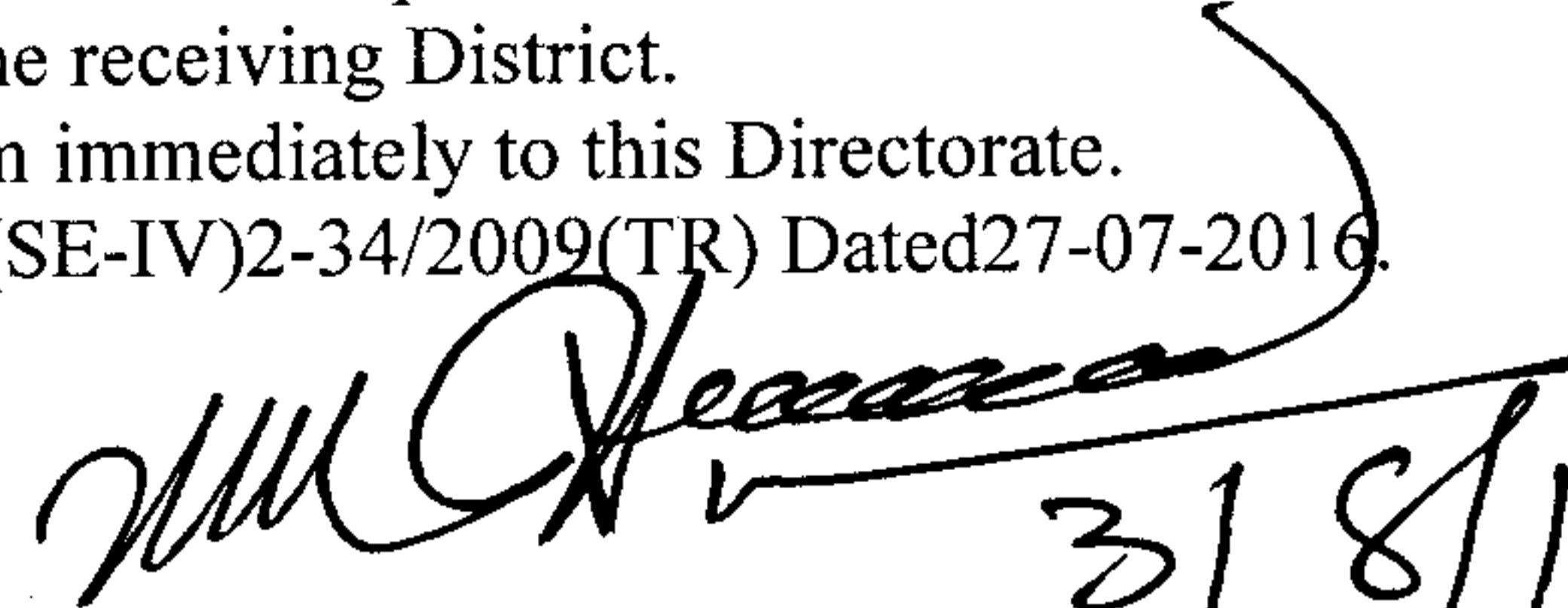
TERMS AND CONDITIONS:-

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.

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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) 31/8/16
 DIRECTOR PUBLIC INSTRUCTION (EE)
 PUNJAB, LAHORE.

Endt. No. 2406 /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.