



No. 2401 / Admn(F-II)  
 Directorate of Public Instruction  
 (Elementary Education) Punjab  
 9-A Hall Road, Lahore.  
 Email: [dpi@elementarypunjab@gmail.com](mailto:dpi@elementarypunjab@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. Syeda Kiran Batool, PST, Govt. Girls Community Model School, 114/9-L Sahiwal	Layyah	NOC No. Edo/Edu/Ly/2403/Admn Dated 31.03.2016
2.	Mst. Tasneem Farid, PST, Govt. Girls Higher Secondary School, Dunga Bunga Tehsil & District Bahawalnagar	Bahawalpur	NOC No. 14186/E-I Dated 19-08-2015
3.	Mst. Samina Fayyaz, ESE(Sci) Govt. Girls Primary School, 11/EB Tehsil Arifwala District Pakpattan	Sahiwal	NOC No. 3734/Admn-II Dated 19-05-2016
4.	Mst. Kalsoom Akhtar, PST, Govt. Girls Primary School, Basti Gopang Markaz Tehsil Ali Pur District Muzaffargarh	Multan	NOC No. 4710/Admn-III Dated 18.07.2016
5.	Mst. Humaira Perveen, PST, Govt. Girls Primary School, Bagian District Muzaffargarh	Jhang	NOC No. 5048/W-I Dated 22.05.2015
6.	Mst. Asia Shahzad, PST, Govt. Girls Primary School, 116/7-CR Tehsil Chichawatni District Sahiwal	Vehari	NOC No. 1760/Admn-F Dated 15-03-2016
7.	Mst. Rizwana Aslam, PST, Govt. Girls Primary School, 567/GB-II, District Faisalabad	Khanewal	NOC No. 9491/Admn(W-II) Dated 26-11-2015
8.	Mst. Shakeela Kousar, PST, Govt. Girls Elementary School, Islam Pura Kamalia District Toba Tek Singh	Khanewal	NOC No. 812/Admn(W-II) Dated 30-01-2016
9.	Mst. Asia Hanif, PST, Govt. Girls Primary School Chak No. 410/TDA Tehsil Choubara District Layyah	Gujrat	NOC No. 3659/A-II Dated 26-08-2015
10.	Mst. Abida Parveen, ESE (Sci & Math), Govt. Girls Elementary School, 58/RB, Tehsil Jaranwala District Faisalabad	Lahore	NOC No. 844/A-II Dated 07.04.2016
11.	Mst. Sanam Kousar, ESE (Sci & math) Govt. Primary School, 72/RB Faisalabad	Attock	NOC No. 3105/E-I Dated 18.06.2016
12.	Mst. Asia Choudhary, PST, Govt. Girls Primary School, Sheer Wala Tehsil & District Lodhran	Sahiwal	NOC No. 8913/Admn-II Dated 17.12.2015
13.	Mst. Rizwana Kousar, ESE(Sci&Math) Govt. Girls High School, 58/JB Faisalabad	Nankana Sahib	NOC No. 4261/E-II Dated 12.12.2016
14.	Mst. Azra Bibi, PST, Govt. Girls Model Primary School, Jhaggar Tehsil & District Jhang	T.T.Singh	NOC No. 3860/E-I Dated 26.07.2016
15.	Mst. Surriya Perveen, PST, Govt. Girls Primary School, Haderabad Tehsil Kehror Pacca District Lodhran	Bahawalpur	NOC No. 89/Admn(I) Dated 02.01.2016
16.	Mst. Ummei Salma, PST, Govt. Model Primary School, Kotli Khurd Tehsil Phalia District M.B.Din	Gujrat	NOC No. 3786/A-II Dated 20.07.2016
17.	Mst. Huamaira Taj, PST, Govt. Girls Elementary School Muhammad Pur Tehsil Chunian District Kasur	Lahore	NOC No. 6336/Admn Dated 26.07.2016
18.	Mst. Ghazala Parveen, PST, Govt. Girls Elementary School, 122/JB Noorpur District Faisalabad	Jhang	NOC No. 7649/Admn Dated 26.07.2016
19.	Mst. Rabia Latif, PST, Govt. Girls High School, 97/WB Tehsil & District Vehari	Khanewal	NOC No.6445/Admn (W-II) Dated 27.06.2016
20.	Mst. Khalida Parveen, PST, Govt. Girls Primary School, Turangabad Tehsil Jand District Attock	Rawalpindi	NOC No. 3903/A-II Dated 30-05-2015
21.	Mst. Sobia Sultana, PST, Govt. Girls High School, Barana Tehsil Lalian District Chiniot	sargodha	NOC No. 8297/E-I Dated 10.05.2016
22.	Mst. Rafia Altaf, PST, Govt. Model Primary School, Pind Mahlu District Rawalpindi	Attock	NOC No. 3615/E-I Dated 13-08-2015
23.	Mst. Reena Kanwal, ESE, Govt. Girls Middle School, Chak No. 373/TDA Tehsil Choubara District Layyah	Bhakkar	NOC No. Admn-II/13-14/6300 Dated 29-08-2015
24.	Mst. Saima Saeed, PST, Govt. Girls Primary School, Chohan Wala Tehsil Jatoti District Muzaffargarh	Vehari	NOC NO. 226/Admn-E Dated 08-01-2015

25.	Mst. Asma Sarwer, PST, Govt. Girls High School, Qasba Karyali District Gujrat	Jhelum	NOC No. 9089/Admn.F/16 Dated 29.07.2016
26.	Mst. Rehmana Kousar, PST, Govt. Boys Primary School, Power Station Piran Ghlab Multan	Lahore	NOC No. 8558/A-I Dated 03.09.2015
27.	Mst. Sobia Nisar, ESE (Sci & Math) Govt. Girls High School, 282/HR Tehsil Fortabas District Bahawalnagar	Okara	NOC No. 4547/Admn(W) Dated 30.07.2015
28.	Mst. Asifa Tufail, PST, Govt. Girls Community Model School 299/EB District Vehari	Sahiwal	NOC No. 3861/Admn-II Dated 24.05.2016
29.	Mst. Auqila Tabassum, PST, Govt. High School, Chung Multan Road, Lahore	Gujranwala	NOC No. 5483/A-IV Dated 14.07.2016
30.	Mst. Ume Salma Ashiq, PST, Govt. Girls Primary School, Nandi Pur Power House Tehsil & District Gujranwala	Gujrat	NOC No. 3503/A-II Dated 21.06.2016
31.	Mst. Iffat Shaheen, PST, Govt. Girls Elementary School, Ibrahim Abad Tehsil & District Kasur	Rawalpindi	NOC No. 7019/A-II Dated 08.10.2015
32.	Mst. Attia Shahzadi, PST, Govt. Model Primary School, Chak No. 444/JB Gujjar Abad Tehsil & District Jhang	T.T.Singh	NOC No. 3891/E-I Dated 28.07.2016

### 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) 3/8/16  
 DIRECTOR PUBLIC INSTRUCTION (EE)  
 PUNJAB LAHORE.

Endt. No. 2402 /Admn(F-II)

### **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