



No. 2457 / Admn(M-I)  
Directorate of Public Instruction  
(Elementary Education) Punjab  
9-A Hall Road, Lahore.  
Email. dpi elementary punjab@gmail.com  
Dated 08-08- /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 the EDO (Edu)	N.O.C. issued by recipient EDO(Edu).
1.	Mr. Sajid Amin, EST, Govt. H/S 348/JB Tehsil Gojra District Toba Tek Singh.	Lahore	No. 4454/Admn Dated: 20.05.2016
2.	Syed Kazim Hussain Shah, PST, Govt. Model P/S Saidal Tehsil Shahpur District Sargodha.	Sheikhupura	No. 16/E-11(M)/4945 Dated: 04.06.2016
3.	Muhammad Saeed Zahid, EST (Gen), Govt. E/S 28/3-R Tehsil Haroonabad District Bahawalnagar.	Multan	No. 5032/Admn-II Dated: 03.08.2016
4.	Mr. Kashif Rehman, PST, Govt. E/S 360/WB Tehsil Dunyapur District Lodhran.	Multan	No. 5042/Admn-II Dated: 03.08.2016
5.	Muhammad Nadeem, EST, Govt. E/S Bhanian Tehsil & District Narowal.	Sialkot	No. 4341/Admn Dated: 06.08.2016
6.	Mr. Aurang Zaib Sajid, EST (DM), Govt. High School 259/JB Tehsil & District Jhung	Chiniot	No. 4618/A.D (Admn) Dated: 08.08.2016
7.	Muhammad Naeem, EST, Govt. E/S Lutafpur Tehsil Shujaabad District Multan	Bhawalpur	No. 10691/E-3 Dated: 04.08.2016

### 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.

P.T.O


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

Endt. No. 2458 /Admn(M-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