



No. 2841 /Admn (M-II)  
Directorate of Public Instruction  
(Elementary Education) Punjab  
9-A Hall Road, Lahore.

Dated 28/09 /2016.

## ORDER

The following officials ministerial cadre are hereby transferred on their own request on their own pay and grade with immediate effect and their services are placed at the disposal of Executive District Officer (Education) mentioned against their names for further adjustment in the District against a vacant post under the terms and conditions given below:-

| Sr. No | Name, Designation & present place of posting   | Services placed at the disposal of EDO (Edu) | Forwarding EDO (Edu) letter No. & Date                | N.O.C. issued by recipient EDO(Edu).                         |
|--------|--|--|---|--|
| 1.     | Mr. Ghulam Murtaza, Junior Clerk, O/O District Education Officer (SE) Lahore City                                | Sargodha                                     | No. 8186/Admn<br>Dated 25.08.2016                     | NOC No. 13301/E-III<br>Dated 22.08.2016                      |
| 2.     | Mr. Muhammad Ramzan, Naib Qasid, O/o District Education Officer (SE), Lahore City                                | Sargodha                                     | No. 8144/Admn<br>Dated 25.08.2016                     | NOC No. 13333/E-III<br>Dated 23.08.2016                      |
| 3.     | Mr. Abdul Razzaq, Class-IV, Govt. Girls Primary School, 165/7-R, Tehsil Faortabbas District Bahawalnagar         | Vehari                                       | No. 9755/GB<br>Dated 12.08.2016                       | NOC No. 5089/G-I<br>Dated 04.08.2016                         |
| 4.     | Mst. Yasmin Akhtar, Bulavi, Govt. Girls Community Model School Amer Singh District Pakpattan                     | Lahore                                       | No. 3784/Admn<br>Dated 17.08.2016                     | NOC No. 7698/Admn<br>Dated 16.08.2016                        |
| 5.     | Mst. Nusrat Perveen, Class-IV, Govt. Girls High School, Chak No. 227/9-R Tehsil Fortabbas District Bahawalnagar  | Pakpattan                                    | No. 10499/GB<br>Dated 29.08.2016                      | NOC No. 3920/Admn<br>Dated 24.08.2016                        |
| 6.     | Mst. Shabbir Hussain, Class-IV, Govt. Girls High School, Chak No. 95/F(A) Tehsil Chishtian District Bahawalnagar | R.Y.Khan                                     | No. 7753/GB/EDO<br>(EDU)BWN<br>Dated 18.06.2016       | NOC No. 4835/Admn-I<br>I Dated 11.05.2016                    |
| 7.     | Mst. Safia Begum, Class-IV, Govt. Girls High School, Chak No. 189/M Tehsil Hasilpur District Bahawalpur          | Bahawalnagar                                 | No. 11938/E-4<br>Dated 25.08.2016                     | NOC No.<br>10188/GB/EDO(EDU)<br>BWN/2016<br>Dated 22.08.2016 |
| 8.     | Mr. Qamar Zaman Khan, Junior Clerk, Govt. Girls High School, Kot Nainan Tehsil Shakargarh District Narowal       | Lahore                                       | No. EDO/(EDU)/<br>ADMN-II/16/3717<br>Dated 31.08.2016 | NOC No. 8148/Admn<br>Dated 25.08.2016                        |

### TERMS AND CONDITIONS:-

1. The posting / transfer shall be made only against the **vacant posts**.
2. **Before relieving / joining of the incumbents, it may be ensured by respective EDOs(Edu) that no regular enquiry is pending against the incumbent.**
3. **Verification of Service Record as mentioned in Annexure-A of Transfer Policy-2013 Dated 17.04.2013 shall be made by the respective EDO (Edu).**
4. **All the officials will be relieved as and when their further adjustment orders are issued by the respective recipient Executive District Officer (Edu) and after observing transfer policy before imposition of ban on transfers/ posting.**
5. Documents issued by the relieving EDO (Edu) will be verified by the recipient EDO(Edu), if found any discrepancy (any fake / bogus document or against policy) the EDO will inform to the DPI (EE) Punjab before implementation of Inter District Transfer order. The EDO will also fix the responsibility upon the responsible officer.
6. 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.
7. The official will be relieved / joined by the EDO (Edu) concerned in the light of Transfer Policy vide No. SO(SE-IV)2-34/2009(Transfer) Dated 17-04-2013 and amended vide letter Dated 24.07.2014 and 27.07.2016.

8. The official / incumbent will be placed at the bottom of seniority list in their cadre in recipient District.
9. The teacher will move at their own expenses. The transfer order is being issued on the request of the incumbent therefore TA / DA is not allowed.
10. Female official working in Girls Schools will not be posted in Boys Schools.

*28/9/16*

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

Endt. No. 2842 /Admn(M-II)

Copy forwarded for information & necessary action to:-

1. P.S to Secretary, Govt. of the Punjab, School Education Department, 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
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 official concerned
9. Notification file.

*28/9/16*

ASSISTANT DIRECTOR (ADMN)  
FOR DIRECTOR PUBLIC INSTRUCTION (EE)  
PUNJAB, LAHORE