



No. 2682 /Admn (M-II)
**Directorate of Public Instruction
 (Elementary Education) Punjab
 9-A Hall Road, Lahore.**

Dated 25/8 /2016.

ORDER

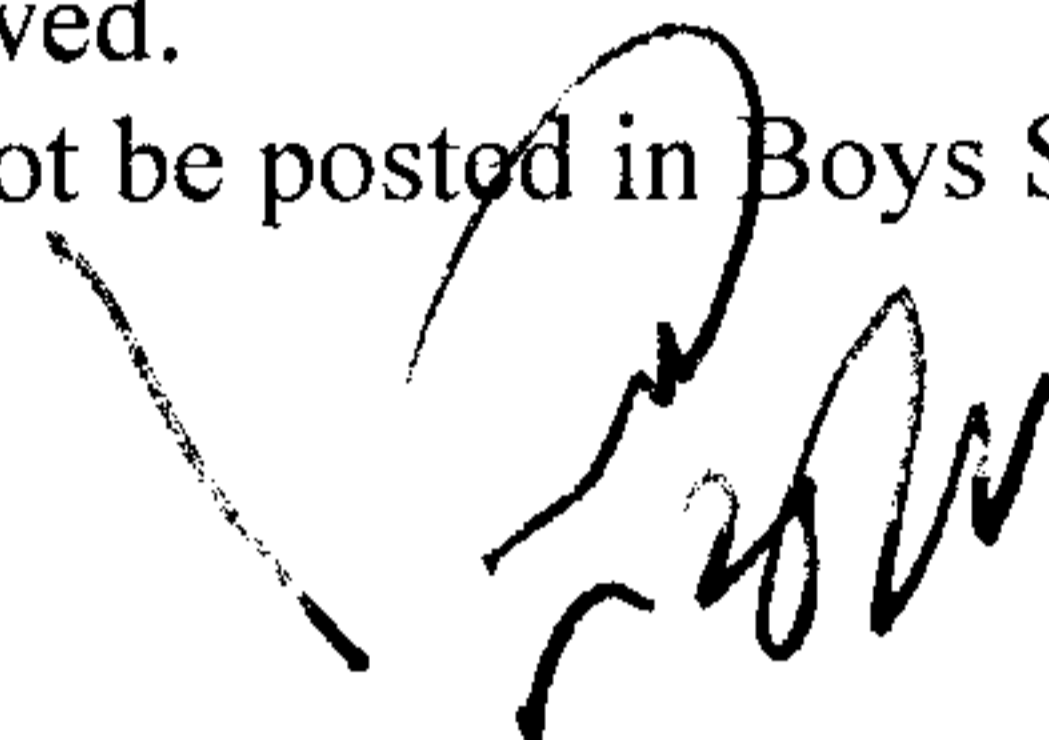
The following officials ministerial cadre are hereby transferred on their own request on their own pay and grade with immediate effect and their services are placed at the disposal of Executive District Officer (Education) mentioned against their names for further adjustment in the District against a 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 EDU (Edu letter No. & Date	N.O.C. issued by recipient EDO(Edu).
1.	Mr. Ashfaq Ahmed, Junior Clerk, Govt. High School, Khewra Tehsil Pind Dadan Khan District Jhelum	Gujrat	No. 12038/Admn-M dated 28.09.2015	NOC No. 3930/Admn-IV Dated 11.09.2015
2.	Mr. Abdul Razzaq, Junior Clerk, Govt. High School, Nathey Wala Tehsil & District Bahawalnagar	Vehari	No. 8998-99/GB-I Dated 29.07.2016	NOC No. 4549/G-I Dated 12.07.2016
3.	Mr. Muhammad Umer Hayat, Junior Clerk, Govt. Girls High School Basti Cheena Tehsil Jampur District Rajanpur	D.G.Khan	No. 3855/Admn Dated 16.08.2016	NOC No. 7150/G-I Dated 13.08.2016
4.	Mst. Farah Naz, L.A, Govt. Girls High School, 207/9-R, Tehsil Fortabbas District Bahawalnagar	Nankana Sahib	No. 10030/GB Dated 18.08.2016	NOC No. 3461/E-III Dated 13.08.2016
5.	Mst. Najma Siddique, L.A, Govt. Girls Higher Secondary School, 509/GB Faisalabad	Lahore	No. 19646/Admn-II Dated 12.08.2016	NOC No. 7287/Admn Dated 11.08.2016
6.	Mst. Azra Bano, Laboratory Attendant, Govt. Girls Higher Secondary School, Mustafabad Tehsil & District Kasur	Lahore	No. 6732/Admn-III dated 12.08.2016	NOC No. 7098/Admn Dated 10.08.2016
7.	Mr. Ghulam Hussain, Security Guard, Govt. Girls High School, 168/9-L District Sahiwal	Faisalabad	No. 5568/G-I Dated 12.08.2016	NOC No. 19169/Admn-III Dated 04.08.2016
8.	Mst. Gulzar Tabassum, Naib Qasid, Govt. Girls High School, Revazabad Chak No. 11 District Kasur	Okara	No. 6753/Admn-III Dated 13.08.2016	NOC No. 5214/G-I Dated 10.08.2016
9.	Mr. Ammar Khan, Class-IV, Govt. Girls Primary School, Thatha Rao, Tehsil Kamoke District Gujranwala	Sialkot	No. 6347/A-4 Dated 13.08.2016	NOC No. 4653/Admn Dated 12.08.2016
10.	Mst. Zeenat Bibi, Bulavi, Govt. Girls Elementary School, Faleez Pur Dheir Tehsil & District Narowal	Lahore	No. EDO/(EUD)/ADMN -II/16/3371 Dated 12.08.2016	NOC No. 7317/Admn Dated 11.08.2016
11.	Mr. Muhammad Hussain, Mali, Govt. Girls High School, Mokal District Kasur	Lahore	No. 6638/Admn-III Dated 11.08.2016	NOC No. 7099/Admn Dated 10.08.2016
12.	Mst. Shah Nawaz, Chowkidar, Govt. Girls Community Model School, Kot Sarwar District Hafizabad	Gujranwala	No. 2144/Admn Dated 12.08.2016	NOC No. 6225/A-4 Dated 11.08.2016
13.	Mr. Muhammad Atif Sarwar, Naib Qasid, Govt. Elementary School, Baig Pur Tehsil Nowshera Virkan District Gujranwala	Kasur	No. 6547/A-4 Dated 19.08.2016	NOC No.6799/Admn-III Dated 13.08.2016
14.	Mr. Muhammad Ali, Class-IV, Govt. Girls Elementary School, 419/TDA Tehsil & District Layyah	Bhakkar	No. 5933/G-II Dated 23.08.2016	NOC No. Admn-II/2016/6690 Dated 22.08.2016
15.	Mr. Sajjad Ali, Naib Qasid, Govt. Girls High School, Pipnakha Tehsil & District Gujranwala	Sialkot	No. 6626/A-4 Dated 24.08.2016	NOC No. 2998/Admn Dated 25.05.2016

TERMS AND CONDITIONS:-

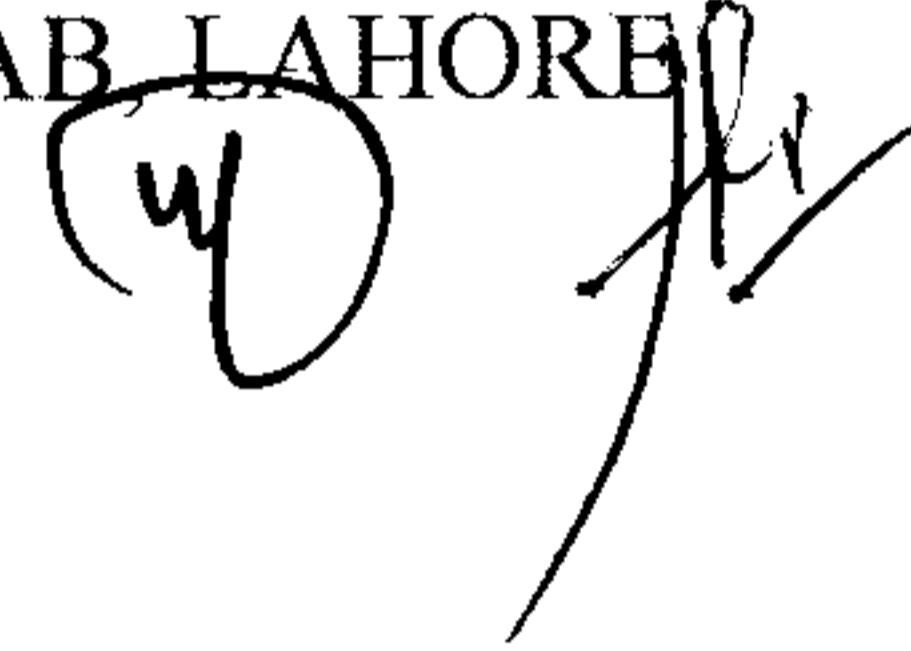
1. The posting / transfer shall be made only against the **vacant posts**.
2. **Before relieving / joining of the incumbents, it may be ensured by respective EDOs(Edu) that no regular enquiry is pending against the incumbent.**

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.



(FAIZULLAH KHAN TAREEN)
DIRECTOR (ADMN)

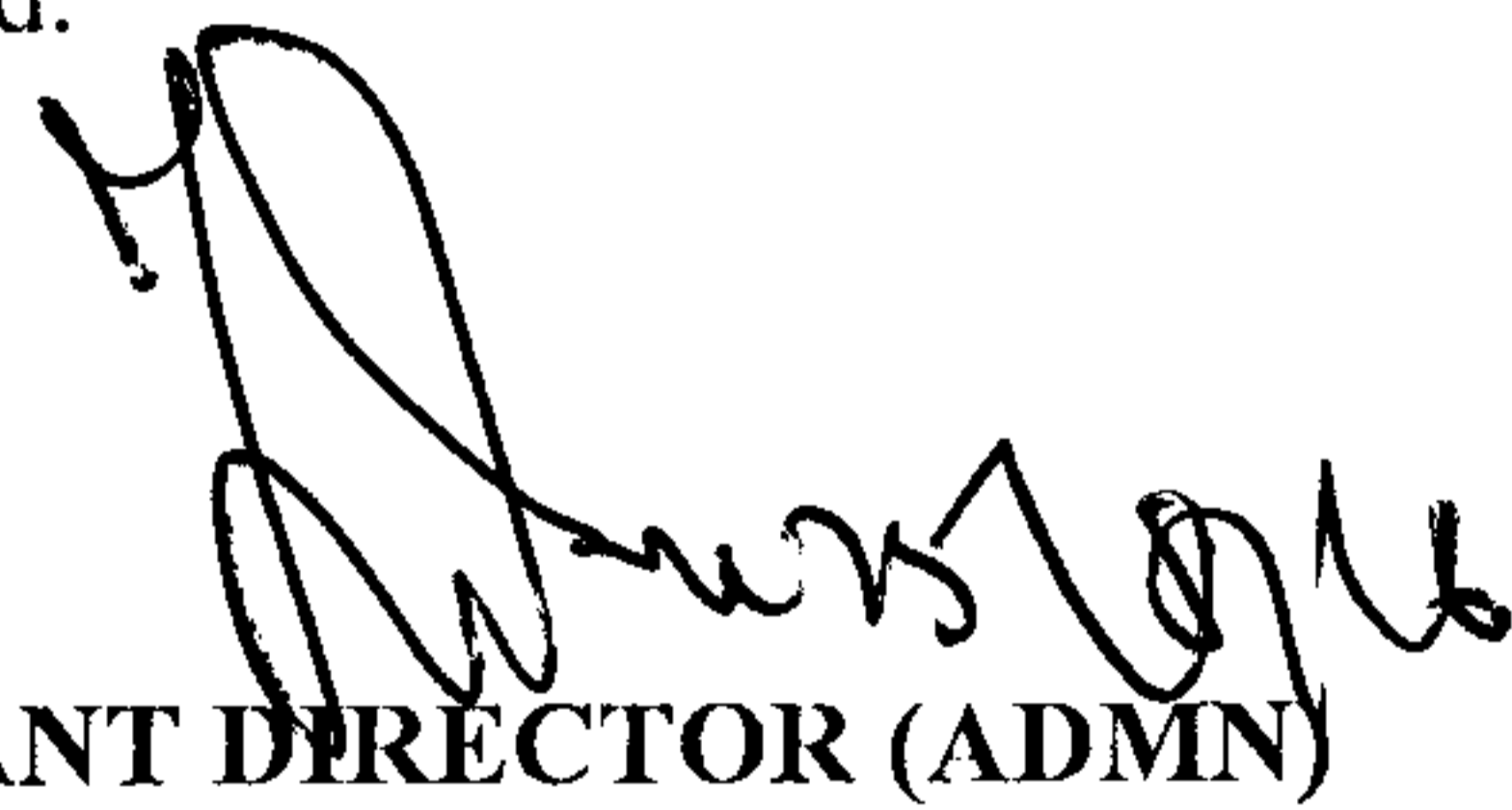
FOR DIRECTOR PUBLIC INSTRUCTION (EE)
PUNJAB LAHORE



Endt. No. 2683 /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.



ASSISTANT DIRECTOR (ADMN)

FOR DIRECTOR PUBLIC INSTRUCTION (EE)
PUNJAB, LAHORE

