



No. 2350 / Admn(F-I)
 Directorate of Public Instruction
 (Elementary Education) Punjab
 9-A Hall Road, Lahore.
 Email: dpi@elementarypunjab@gmail.com

Dated 02/08/2016

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. Amna Haider, SESE(Math) Govt. Girls High School, Chak No. 71/ML, Tehsil Mankera District Bhakkar	Sahiwal	NOC No. 4317/Admn-II Dated 15.06.2016
2.	Mst. Ayesha Irshad, EST (Sc), Govt. Girls Higher Secondary School, Farid Town Sahiwal	T.T.Singh	NOC No. 3413/E-I Dated 23.06.2016
3.	Mst. Anam Shuja, SESE (Sc), Govt. Girls High School, Jamali District Khushab	Sargodha	NOC No. 11129/E-I Dated 18.07.2016
4.	Mst. Salah Razaq, SESE(Sc) Govt. Elementary School, 220/RB Faisalabad	Lahore	NOC No. 5640/Admn Dated 25.06.2016
5.	Mst. Sajida Parveen, EST (OT), Govt. Girls Elementary School, Chak No. 148/DB Tehsil Yazman District Bahawalpur	R.Y.Khan	NOC No. 7905/Admn-I Dated 25.07.2016
6.	Mst. Afifa Ghafoor, EST, Govt. Boys Primary School, Ghafoorabad NO. 1 Tehsil Sadiqabad District R.Y.Khan	Bahawalpur	NOC No. 2095/Admn(I) Dated 12.02.2016
7.	Mst. Sumaira Bibi, SESE(Science) Govt. Elementary School, Chak No. 31/SB Tehsil & District Sargodha	Faisalabad	NOC No. 2637/Admn-II Dated 04.06.2016
8.	Mst. Abida Aslam, SESE(Sci) Govt. Girls Elementary School, Qasimka Tehsil & District Bahawalnagar	Okara	NOC No. 5175/Admn(W) Dated 31.08.2016
9.	Mst. Tahira Yasmin, EST, Govt. Girls Elementary School, 79/D Tehsil & District Pakpattan	Sahiwal	NOC No. 4354/Admn-II Dated 12.06.2016
10.	Mst. Saimah Asghar, EST, Govt. Girls Elementary School, Dubargi Virkan, Tehsil Nowshera Virkan District Gujranwala	Sheikhupura	NOC No. 16/E-II(F)/350 Dated 16.01.2016
11.	Mst. Noreen Zahra, EST (G) Govt. Girls High School, Abdullah Pur Tehsil & District Lodhran	Lahore	NOC No. 4790/Admn Dated 01.06.2016
12.	Mst. Nazish Malik, EST (Math), Govt. Girls Higher Secondary School, Dhurnaka Tehsil & District Mianwali	Attock	NOC No. 3671/E-I Dated 28.07.2016
13.	Mst. Rabia Busry, SESE(Sci) Govt. Girls Elementary School, Chak No. 71/ML Tehsil Mankera District bhakkar	Chakwal	NOC No. 1952/EC-II Dated 10.05.2016
14.	Mst. Lubna Kousar, SESE (SC) Govt. Girls Elementary School, Bangala Tehsil Shujabad District Multan	T.T.Singh	NOC No. 726/E-I Dated 13.02.2016
15.	Mst. Farida Ahmed, SESE(Math) Govt. Girls High School, 4/GD Okara	Sahiwal	NOC NO. 4979/Admn_II Dated 21.07.2016
16.	Mst. Sadaf Sitara, EST(G), Govt. Elementary School, 474/GB, Tehsil Samundri District Faisalabad	T.T.Singh	NOC No. 3866/E-II Dated 27.07.2016
17.	Mst. Amara Ishaq, EST Govt. Girls High School, Kot Isa Shah Tehsil & District Jhang	Sargodha	NOC No. 6448/E-I Dated 18.04.2016
18.	Mst. Shabana Kosar, EST(Physical) Govt. Girls Elementary School, 370/JB Gojra District Toba Tek Singh	Lahore	NOC No. 5278/Admn Dated 15.06.2016
19.	Mst. Nafisa Wilayat, EST(Sc) Govt. High School, 148/9-L, District Sahiwal	Lahore	NOC No. 4940/Admn Dated 06.06.2016
20.	Mst. Ghazala Shoukat, EST(G) Govt. Girls High School, 256/GB Tehsil & District Toba Tek Singh	Lahore	NOC No. 6432/Admn Dated 27.07.2016
21.	Mst. Moona Lizza, EST(Arts) Govt. Girls Elementary School, Sohawa Dhilwan Tehsil Kamoke District Gujranwala	Sheikhupura	NOC No. 15/E-II(F)/3926 Dated 26-06-2015
22.	Mst. Samina Sarwar, EST (Sc) Govt. Islamia Girls High School, Sialkot	Gujranwala	NOC No. 4974/A-N(W) Dated 16.06.2016
23.	Sayedah Mubrah Shah, SESE (Math) Govt. Girls High School, Gogera District Okara	Lahore	NOC No. 4564/Admn Dated 23-05-2016
24.	Mst. Kiran Sharif, EST Govt. Girls High School, 44/2-L, District Okara	Vehari	NOC No. 4436/Admn-F Dated 30.06.2016

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) Dated25-07-2014 and extended vide letter No. SO(SE-IV)2-34/2009(Transfer) Dated13-08-2014 issued by the Govt. of the Punjab School Education Department and Transfer Policy 2013 vide No. SO(SE-IV)2-34/2009 (Transfer) Dated17-04-2013 and as amended vide letter No. SO(SE-IV)2-34/2009(TR) Dated24-07-2014. Further amended vide No. SO(SE-IV)2-34/2009(TR) Dated27-07-2016.**
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) Dated27-07-2016.


(MALIK RIAZ HUSSAIN) 21/8/16
DIRECTOR PUBLIC INSTRUCTION (EE)
PUNJAB, LAHORE.

Endt. No. 2351 /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) Dated24-07-2014 and amended vide letter No. SO(SE-IV)2-34/2009(TR) Dated27-07-2016.
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.