



No. 3105 /AM-I(EST)  
**Directorate of Public Instruction  
 (Elementary Education) Punjab  
 9-A Hall Road, Lahore.**

Dated 3-9 /2014

**ORDER**

The services of the following teachers are hereby placed at the disposal of Executive District Officer (Education) concerned for further posting /adjustment under the terms and condition given below:-

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. Ghazanger Abbas EST(EG) Govt. high School, Paka Shah Nawaz District D.G.Khan	Layyah	NOC NO. 5355/Admn-II Dated 13-08-2014
2.	Mr. Inayat Ullah Makhdoom EST, Govt. High School, Niaz Baig, Lahore City	M.B.Din	NOC NO. 3998/ dated 13-08-2014
3.	Mr. Khurshid Mehdi, EST(Eng), Govt. Elementary School, Chak No. 5/3-R Tehsil A.P Sial District Jhang	Multan	NOC NO. 7509/Admn-II dated 16-08-2014
4.	Mr. Naveed Ahmad, EST(DM) Govt. High School, 70/10-R Tehsil & District Khanewal	Multan	NOC NO. 123/Admn-II dated 07-01-2014 and verified No. 7495/Admn-II dated 16-08-2014
5.	Mr. Muhammad Aqeel, EST(Eng) Govt. High School, Jalalpur Syedean District Khushab	Sargodha	NOC NO. 6505/E-II dated 18-08-2014
6.	Mr. Muhammad Rafique EST(English) Govt. High School, Chak No. 185/JB Tehsil Bhowana District Chiniot	Faisalabad	NOC NO. 5151/Admn dated 03-05-2014
7.	Mr. Muhammad Yahya, EST (OT) Govt. Higher Secondary School, Kolo Tarar Tehsil & District Hafizabad	Sialkot	NOC NO. 4748/Admn dated 11-08-2014
8.	Mr. Khalil Ahmad, EST(Phy) Govt. High School, Nathu Wala Tehsil Shahkot District Nankana Sahib	Faisalabad	NOC NO. 9638/Admn dated 21-08-2014
9.	Mr. Aamar ul Hassan, EST (A) Govt. Elementary School, Dohatta Azmat District Hafizabad	Sheikhupura	NOC NO. 13/D-I/4071 dated 19-09-2013 and verified dated 19-08-2014
10.	Mr. Abu Zar Husnain, EST(OT), Govt. High School, No.1 Shahkot District Nankana Sahib	Lahore	NOC NO. 8239/A-II dated 12-08-2014
11.	Mr. Muhammad Younis, EST(Tech) Govt. High School, Chak Daulat District Jhelum	Layyah	NOC No. Edo/Edu/ Layyah/ Admn-II/4434 dated 28-05-2014 subject to verification of NOC
12.	Mr. Muhammad Mushtaq Saqi, EST(AT) Govt. Elementary School, Awan Chak No. 39 Tehsil Pattoki District Kasur	Lahore	NOC No. 8496/A-II dated 20-08-2014
13.	Mr. Shuja Nazir, EST(English) Govt. Elementary School, Sidh District Gujrat	Gujranwala	NOC No. 5797/A-2 dated 12-08-2014
14.	Mr. Gayyur-ul-Hassain, EST(G) Govt. Al-Hussain Islamia Secondary School, Muzaffargabad District Multan	Lodhran	NOC No. 4185/Admn dated 04-09-2013 subject to verification of NOC
15.	Mr. Abdul Sattar, EST(Arts) Govt. Higher Secondary School, Jabbal Tehsil Zafarwal District Narowal	Lahore	NOC No.8241/A-II dated 12-08-2014
16.	Mr. Muhammad Anwar, EST(OT) Govt. Elementary School, Asim Abad Tehsil & District Rajanpur	R.Y.Khan	NOC No. 8515/ dated 27-09-2014
17.	Mr. Muhammad Amjad EST(G) Govt. High School, Chak No. 200/JB Tehsil Bhowana District Chiniot	Faisalabad	NOC No. 9634/Admn dated 21-08-2014 <b>subject to provision of fresh &amp; original verification of 1<sup>st</sup> appointment order</b>

**TERMS AND CONDITIONS:-**

1. They will move at their own expenses. The transfer order is being issued on the request of the incumbent and no TA / DA will be 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. Newly recruited Educators in 2012 will not be transferred.
6. 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.


7. The applicant will apply for their transfer under Transfer Policy after completing three years tenure in the present school/office. **Moreover no applicant will be relieved without completion of three years tenure in present school / office.**
8. The Inter District Transfer of Educators appointed on contract basis will not be made.
9. Before relieving / joining of the incumbents, it might be ensured that no enquiry is pending against the incumbent.
10. **Verification of Service Record shall be made by the relieving/joining as well as recipient District.**
11. **If any discrepancy is detected subsequently, the relieving officer will be held responsible.**
12. They will be relieved as and when further adjustment orders are issued by the recipient Executive District Officer (Edu).
13. The posting / transfer shall be made only against the vacant posts.
14. 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.
15. **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. At least two teachers must be ensured in the Primary Schools throughout the academic year.**
16. In case of a school with single PST/EST/SST(Science) and SST Computer Science, the teacher will not be transferred without a substitute.
17. The transferee official will not be relieved till his/her adjustment in the receiving District.
18. In case of any discrepancy EDO concerned / DDO will inform immediately to this Directorate.

  
 (Dr. Muhammad Islam Siddiq)  
 DIRECTOR PUBLIC INSTRUCTION (EE)  
 PUNJAB, LAHORE.

Endt. No. 3106 /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
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.

  
 (MALIK RIAZ HUSSAIN) 3/9/14  
 DIRECTOR (ADMN)  
 FOR DIRECTOR PUBLIC INSTRUCTION (EE)  
 PUNJAB, LAHORE.