

Peshawar

Peshawar is one of the oldest cities of the world and is the capital of Khyber Pakhtunkhwa. It is situated near Khyber Pass and links Pakistan with Afghanistan.

Peshawar gets its name from a Sanskrit word "Pashupapura" meaning the "City of Flowers". There are many bazaars in Peshawar. Khas Khawari bazaar is the most interesting of all.

By the time, indeed man is in a state of loss, except those who believed and did righteous deeds, and exhorted each other follow truth, exhorted each other to observe patience.

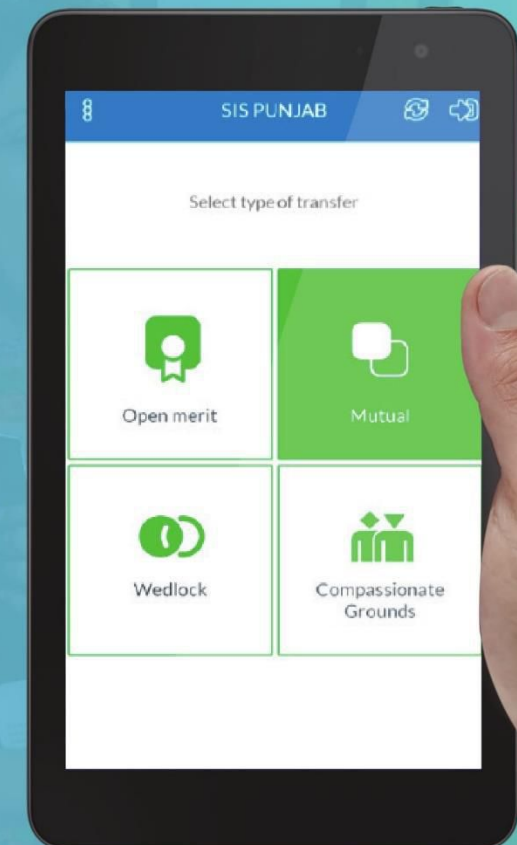
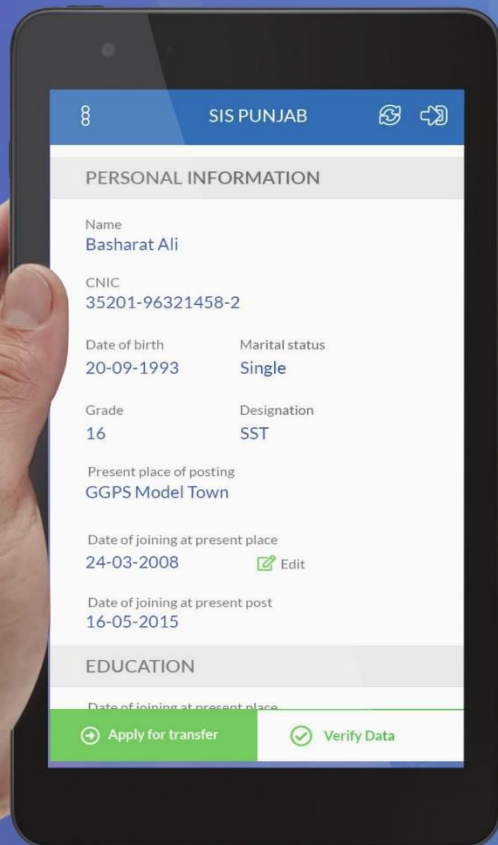
Bell Timing

House List

Simple, Convenient, and Efficient!

# e-Transfer Public School Teachers

## 2019



School Education  
Department



Punjab Information  
Technology Board

## MINIMUM TENURE REQUIREMENT FOR E-TRANSFER FOR PUBLIC SCHOOL TEACHERS IN PUNJAB, REVISED FROM THREE YEARS TO ONE YEAR

- To facilitate maximum number of teachers, the School Education Department, Punjab, has revised the minimum tenure requirement (for transfer eligibility), from three years, to one year.
- **The eTransfer system will start accepting transfer applications with revised minimum tenure of 1 year, from 3pm Monday, May, 20th, 2019.**
- The deadline to submit applications is May 30th, 2019
- To give all (who are eligible), an equal opportunity to participate, and to take advantage of the improved points regime, teachers who had submitted their transfer requests earlier, are requested to resubmit their eTransfer applications via the SIS eTransfer App.
- Overall response to eTransfer system for public school teachers in Punjab has been overwhelmingly positive – appreciated for its speed and the convenience of applying via mobile phones, especially during the month of Ramazan.

# Punjab's School Education Program

- 25M+ children - one of the largest programs in the world
- 2nd largest - public sector entity in Pakistan (~600K employees)
- ~400,000 teachers - across ~50,000 public schools
- 40% of Punjab - in terms of Budget and HR
- 12.1M students - enrolled in public schools

## A very busy **Department**

- According to estimates, 90% of SED's time is spent on HR related activities (Recruitment, Promotions, and Transfers)

Of the 90%, almost 60% is spent on transfers and postings

# That's 142 days a year!

Keeps everyone busy – teachers, DEAs, SED, and CM Secretariat.

## Huge Processing **Overheads**

- 100,000 teachers apply for transfers every year
- ~50,000 teachers were transferred by SED last year
- ~ 100 Approving authorities across 36 districts

**Marred by long queues, and high dependency on clerical staff.  
Extremely cumbersome and “Safarish-prone”**

The current mechanisms for teacher transfer are unsustainable, and must be made efficient, transparent, and convenient for all.

“Technology can play a transformative role”



## Key objectives of the **eTransfer system**

- To make the transfer process transparent and merit-oriented
- To make the transfer process systematic, credible, and reliable
- To minimize human interference, favouritism, and tackle corruption
- To enforce stipulated timelines (during summer break)
- To help avoid frequent transfers all year round



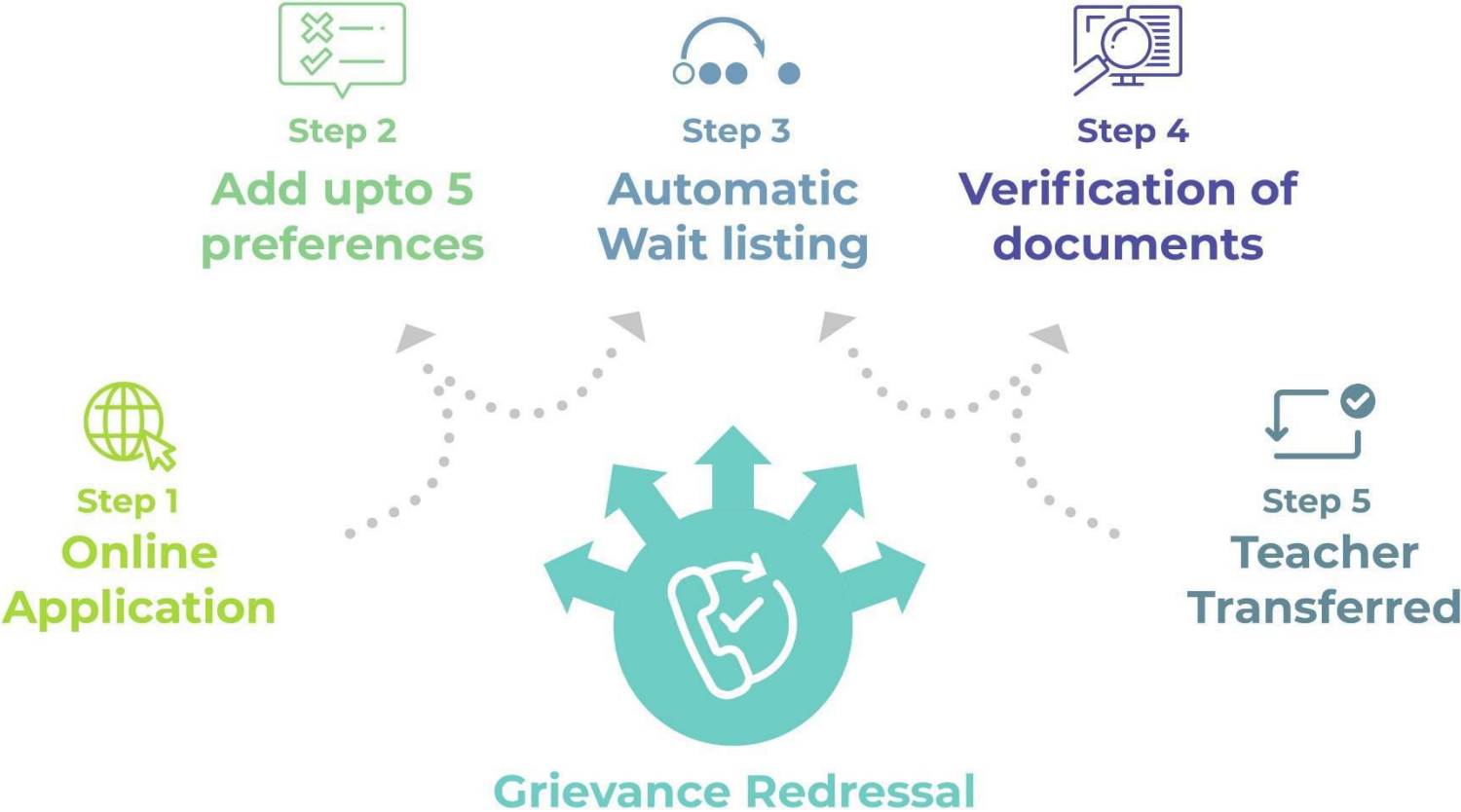
## Procedure for Online **Transfer Applications**

- Transfer/Posting will only be done online, via the eTransfer App.
- Once transfer applications have been submitted, the eTransfer system will auto-generate waitlists of applications for each school – and post it online.
- Teachers can raise objections against his/her own rank in the waitlist, or that of others.
- The concerned transferring authorities will have online access to review, approve, or reject received applications based on waitlist order.
- The concerned transferring authorities will get verification of the documents from concerned issuing authorities.
- For approved applications, Transfer Orders with QR-Code will be auto-generated from the system – for applications that meet all criteria and documentation authenticity requirements.





# PROCESS FLOW



# Reengineered for Simplicity and Minimal Operator Intervention

01 Self verification of data and transfer preferences

**PERSONAL INFORMATION**

Name: MUHAMMAD ATA UL MUSTAFA - 33104-2139444-3  
 CNIC: محمد عطاء المصطفى

DOB (By CNIC): 4 Apr 1968  
 DOB (By Matric): 4 Apr 1968

Contact#: 0335-7274514  
 Email: GHSCRESCENT@GMAIL.COM

Gender: Male  
 Marital Status: Married

Domicile: FAISALABAD  
 Address: P-5 ST# 1 IAJ COLONY FSD

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**PROFESSIONAL INFORMATION**

Personal Number: 30024529  
 Service Type / Grade: Regular / 16

Designation: SST  
 Designation Subject: Arts

Current School: GHSS CRESCENT MODEL FAISALABAD  
 Date of Joining in Current School: 8 Jan 2016

NOTE: For any correction in your profile, kindly ask school head to update data in the 'Staff' section of school SIS login.

[Verify Data](#)

02 Automatic Wait-listing

School Information System

**CEO DASHBOARD**  
 Detail wise stats

- 2150 Open Merit
- 465 Mutual
- 46 Wedlock
- 46 Compassionate Grounds

**MERIT LIST**  
 Detail wise stats

Name: write here Application Type: open merit CNIC: 35201-12121212-1 School: select school [Search now](#)

ID.#	Name	CNIC	Current School	New School
PK-014	Manzar Hussain	63212365478963	Govt. Boys High School, LHR-South	Govt. Boys High School, LHR North
PK-014	Rana Tariq	21452147896329	Govt. Boys High School, LHR-South	Govt. Boys High School, LHR North
PK-014	Waqas Ahmad	78541236987123	Govt. Boys High School, LHR-South	Govt. Boys High School, LHR North
PK-014	Faisal Jangir	21452147896329	Govt. Boys High School, LHR-South	Govt. Boys High School, LHR North

03 Automatic Transfer Order Generation with QR code, after detailed document verification by CEO/DEO office

582019 <https://schools.punjab.gov.pk/admin/notifications/7>

**GOVERNMENT OF THE PUNJAB, SCHOOL EDUCATION DEPARTMENT**  
 Date: Lahore, the 01/02/2018

**NOTIFICATION**

2018-02-01. **TAHA HAMEED** (BS-17/CONTRACT), Head-Master is hereby adjusted/posted as EDO(BS-18/contract), with immediate effect, against a vacant post.

2. **TAHA HAMEED** (BS-17/CONTRACT), Head-Master is hereby adjusted/posted as EDO(BS-18/contract), with immediate effect, against a vacant post.

**SECRETARY SCHOOL EDUCATION**

**NO. & DATE EVEN.**  
 A copy is forwarded for information and necessary action to:-  
 1. The Secretary Chief Minister, Punjab, Lahore.  
 2. The Director Public Instruction (S&EE), Punjab, Lahore.

**SECTION OFFICER**



https://schools.punjab.gov.pk/admin/notifications/7 1/1



# Two-step Application **Process**

Phase **01**  
**Within-district transfers**  
**35 Days**

Phase **02**  
**Across District transfers**  
**25 Days**

- Open merit transfers will be opened for a defined period during summer break
- Applications for Mutual, Wedlock and compassionate grounds transfers will be processed throughout the year



## Benefits for **Teachers**

- Convenient mobile access
- Standardized application procedure with defined time period
- Online availability of information regarding available schools/seats
- Online availability of marks of all applicants
- System is designed in a way that it will facilitate teachers to transfer to their nearby schools
- Fewer in-person visits
- Minimal operator intervention
- Central helpline and complaints logging
- Easy access to instructions and applicable policies
- No travel, no sifarish and no money involved.

# Maturity and Sustainability

## 01

### **Iterative improvements**

System is designed to cater to most of the scenarios and will improve with the passage of time to cover further needs.

## 02

### **Transformative automation**

No transfer-postings will be done manually from now-on

## 03

### **Way Forward**

- Include Teachers posted in attached departments
- Include managerial staff
- Include support staff
- HR management system with database of archived/scanned official documents of employees



Almost 400,000  
Public School Teachers

108  
Verifying Authorities

Available Across 36  
Districts of Punjab

Real-time tracking of  
transfer applications

Auto-generated transfer  
orders with QR code



School Education Department  
Government of Punjab

# E-TRANSFER for Public School Teachers - 2019

## System Modified - Transfers Simplified

### KEY FOCUS

1. Transparency and merit-oriented
2. Standardized and easy to use
3. Minimum human interference and favoritism
4. Improving student teacher ratios
5. Facilitation for Open-merit, Wedlock, Compassionate and Mutual Transfer.

Application cycle starts from 17-05-2019

3  
Simple  
Steps

1

Download App  
and login

2

Verify teacher  
data

3

Enter preferences  
and click submit

Takes less than 10 minutes!



ANDROID APP ON  
Google Play



SCHOOL EDUCATION DEPARTMENT  
For details visit: [schools.punjab.gov.pk](http://schools.punjab.gov.pk)

Powered by Punjab Information Technology Board