



No. SO (SE-III) 2-26/2010
GOVERNMENT OF THE PUNJAB
SCHOOL EDUCATION DEPARTMENT
Dated Lahore the, 30th July, 2013

To

All the Executive District Officers (Edu), in Punjab

SUBJECT: WEEKLY PROGRESS REPORT

The Competent Authority has decided to seek progress report on the prescribed format (**Annex-A**) from the districts on the following issues:

- i. Emergency Enrolment Campaign;
- ii. Distribution of free textbooks in Govt. Schools;
- iii. Utilization of School Council Fund and Farog-e-Taleem Fund;
- iv. Re-allocation of teaching posts;
- v. Implementation of Transfer Policy 2013;
- vi. Appreciation and Accountability on the basis of PEC and Board Results 2013;
- vii. Establishment of Literacy Centers and provision of free textbooks; and
- viii. Progress of District Literacy Officer regarding Emergency Enrolment Campaign 2013.

2. It has further been desired by the Authority that the weekly progress report on the issues shall be submitted on each Monday through special messenger to the followings officers of the Department:

Sr. No.	Name of Division	Officers
1.	Multan & D.G.Khan	Additional Secretary (ER)
2.	Gujranwala & Sargodha	Additional Secretary (G)
3.	Rawalpindi & Faisalabad	Additional Secretary (B&P)
4.	Lahore, Sahiwal & Bahawalpur	Additional Secretary (Schools)


SECTION OFFICER (SE-III)

No. & Date Even

A copy is forwarded for information and necessary action to:

1. All the Divisional Commissioners, in Punjab.
2. All the Additional Secretaries/ Deputy Secretaries of SED with the request to pursue with concerned EDOs (Edu) and get reports for onward submission to Secretary School Education.
3. The Program Director, PMIU, Punjab, Lahore.
4. The Director Public Instruction (SE/EE) Punjab, Lahore.
5. All the District Coordination Officers, in Punjab.


SECTION OFFICER (SE-III)

CC:

PS to Secretary School Education

ANNEX-A
WEEKLY PROGRESS REPORT

i. Emergency Enrolment Campaign

Gender	No. of out of school children (OSC) of age 5-16 years	No. of OSC enrolled	No. of OSC retained	Name of DEO and other officers whose progress is slow	No. of Teachers trained for UPE & USE	House hold survey alongwith OSC
Male						
Female						
Total						

The district shall briefly describe about Media Campaign and other measures taken for enrolment of OSC

ii. Distribution of free textbooks in Govt. Schools

Class	Enrollment	Jacket	Medium (Urdu/English)	No. of books received	No. of books required	No. of books short
Total						

iii. (a) Utilization of School Council Fund and Farog-e-Taleem Fund

Provision of SMC Fund	FTF Fund	Total on 31.07.2013	Utilized for functioning of existing facilities	Unutilized	Reasons for not utilizing the funds

(b) Missing Facilities

Funds allocated	No. of schemes	Completion of scheme	Utilization of funds	Remarks

iv. Implementation of Transfer Policy 2013

Gender	No. of teachers transferred	No. of AEOs transferred	Total
Male			
Female			
Total			

vii. Appreciation and Accountability on the basis of PEC and Board Results 2013

Gender	Tehsil	School	Name of three high performing schools in Tehsil	Name of three low performing Schools in Tehsil	No. of low performing teachers and Head teachers were proceed.	No. of high performing teachers and Head teachers were appreciated
Male		Primary				
		Elementary school				
		High school				
		Higher Secondary School				
Female		Primary				
		Model primary				
		Community model				
		Elementary school				
		High school				
		Higher Secondary School				
		Total				