



**GOVERNMENT OF THE PUNJAB
SCHOOL EDUCATION DEPARTMENT**

ORDER

SO(SE-II)17-22/2016. Consequent upon the recommendations of Punjab Public Service Commission vide letter No. PSC-RB-I/2016/281 dated 26.10.2016, for the post of Headmistress / Dy. Headmistress (Female) BS-17, the following selectees are hereby appointed as Headmistress / Dy. Headmistress (Female) BS-17, against **Disabled Persons Quota, on contract basis**, for a period of five years, against the post mentioned against their names :-

SR. NO	MERIT/ APP. NO.	NAME WITH PARENTAGE	PLACE OF POSTING
1.	188/83801077	HUMAIRA PARVEEN D/O MUHAMMAD ASLAM Aslam Soap Factory, Mohallah Alamabad, Bhakkar.	Headmistress (BS-17), GGHS Muzaffarpur, Mianwali.
2.	295/83809633	ATTIA MUNIR D/O MUHAMMAD MUNIR Muhalla Noor Pura, Pasrur District Sialkot.	Headmistress (BS-17), GGHS Chohan, Pasrur, Sialkot.
3.	321/83805810	UNSA RASHEED D/O RASHEED AHMAD H. No. 2426/B-III, Tahli Mohallah, Pakpattan.	Headmistress (BS-17), GGHS 83/D, Pakpattan.
4.	354/83800100	SHAHINA SIDDIQUE D/O MUHAMMAD SIDDIQUE House No. 514/J, Farid town, Sahiwal.	Headmistress (BS-17), GGHS 100/WM, Sahiwal.

TERMS & CONDITION.

1. The appointment is subject to passing such medical test of the candidates as may be required under the Rules.
2. The appointment is subject to the condition that the candidates are not married to a foreign national.
3. The appointments are further subject to the condition that Executive District Officer (Education)/employer should get compulsory verification of credential/degrees/ certificates of the Commission's selectee from the Board of Intermediate and Secondary Education and the university which issued the certificates/degree in favour of the selectee. The Punjab Public Service Commission should be informed of the result of this verification within 90 days of the date of this recommendation, failing which it shall be presumed that the testimonials are genuine and in case any testimonial is found to be bogus subsequently, responsibility for the lapse shall lie on the concerned Executive District Officer (Education)/Employer.
4. If the degrees/certificates of academic qualifications/any other particular / documents or information submitted by the candidate are subsequently found to be bogus/forged/incorrect etc, the Punjab Public Service Commission shall exercise its legal right to withdraw the recommendations in respect of the candidate (apart from any other action on grounds of criminal offence_ in terms of Regulation Nos.32 & 71 of the PPSC Regulation, 2000.
5. The appointment is subject to the condition that in case of disabled candidate, she should reappear before special medical board who should re-verify his/her disability and determine suitability to perform his/her job related duties/functions.

THIS APPOINTMENT IS SUBJECT TO FOLLOWING TERMS AND CONDITIONS

1.	Pay Package	i) Package of pay and allowances as per pay scale of the post. ii) 30% of the minimum of pay scale as social security benefit in lieu of pension. <i>Provided that persons who are already retired and getting pension shall not be eligible for this benefit when re-employed on contract.</i>
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		<p>iii) Any ad-hoc/special relief etc., given to regular government servants shall also be admissible to the contract employees.</p> <p>iv) Annual increment as per pay scale of the post.</p>
2.	Contribution towards GPF etc.	The employee will not contribute towards G.P. Fund etc. Group insurance and Benevolent Fund.
3.	Pension Period of contract	The appointment/service of employee on contract basis shall be non-pension able. The contract shall be initially for a period of five years from the date of joining subject to satisfactory performance. The term of contract may be extended after overall performance is judged to be satisfactory.
4.	Leave	<p>Leave on the following scale shall be permissible: -</p> <p>a) Casual leaves not exceeding 24 days per year shall be admissible. More than 10 days leave at one time shall not be allowed;</p> <p>b) 90 days Maternity leave with pay (in case of female employees only), once in the tenure of five years, shall be admissible.</p> <p>c) Leave on medical grounds without pay shall be admissible on production of Medical Certificate by the Competent Authority as per Punjab Medical Attendance Rules, 1959. However, if medical leave continues beyond 3 months, her contract shall liable to be terminated.</p> <p>d) Study leave will not be allowed during the contract period of five years.</p> <p>e) Hajj leave for 45 days with full pay once during term is admissible.</p>
5.	Medical Facilities	Medical facilities as admissible to the regular employees of her scale under the rules.
6.	Traveling/Daily Allowance.	TA/DA on journeys performed for official duty shall be the same as admissible to BS-17 officers of Government of the Punjab.
7.	Transfer	The contract appointment shall be post specific and non-transferable. However, transfer can be made in accordance with the approved policy of the Government.
8.	Training	Employee will undertake and participate in training when and where required by the Head of Institution, District Government, Directorate of Staff Development and Department of School Education, Government of the Punjab. Successful completion of such training shall be one of the pre-requisite for continuation in contract appointment.
9.	Performance	<p>The employee's performance shall be assessed evaluated on the basis of:-</p> <p>i) Quality of learning of students on the basis of satisfactory results viz a viz overall result of the relevant board/examining body/examining body for the classes especially of secondary level (ix-xii).</p> <p>ii) Punctuality.</p> <p>iii) Discipline</p> <p>iv) Efficiency</p> <p>v) Conduct.</p>
10.	Medical Fitness Certificate	The selected candidate will appear before the competent medical authority/board, for medical examination and on having been declared medically fit, will be able to join service. The selectee candidates will submit their medical fitness certificate to this department within 15-days positively, after their posting.
11.	Verifications of degrees/certificates	The appointment is further subject to the condition that the selectee candidate will submit compulsory verification of credential/ degrees/certificates from the Board of Intermediate and Secondary Education and the university which issued the certificates/degree in her favour, within 30-days, so that the Punjab Public Service Commission should be informed of the result of this verification within the stipulated period as prescribed by the Commission in the recommendation letter, failing which Punjab Public Service Commission will be informed to

