

REGISTERED



GOVERNMENT OF THE PUNJAB
SPECIAL EDUCATION DEPARTMENT

ORDER

SO(Estt)3-5/2023. **WHEREAS**, Ms. Sarah Maqsood, Psychologist (BS-17), while serving at Government Special Education Centre, Pirmahal, District Toba Tek Singh, submitted an application seeking medical leave without pay for the period from 01.09.2025 to 29.11.2025 (89 days). Upon scrutiny, it transpired that the application was devoid of any leave title and was unsupported by the mandatory medical certificate. Consequently, her request for leave was declined and she was directed to resume her official duties forthwith.

2. **AND WHEREAS**, notwithstanding rejection of her leave request, the accused officer, in complete disregard of the applicable law and service discipline, proceeded on self-sanctioned leave and remained absent from duty with effect from 01.09.2025 onwards, without obtaining prior approval or permission from the Competent Authority. The report submitted by the District Education Officer (Special Education), duly corroborated by the SESIS facial attendance record, conclusively establishes her continued unauthorized absence. such conduct squarely falls within the ambit of misconduct as envisaged under Section 2(n)(vii) of the Punjab Employees Efficiency, Discipline and Accountability Act, 2006, as it constitutes willful absence from duty without lawful authority.

3. **AND WHEREAS**, in view of the unimpeachable documentary evidence available on record, including the official attendance record and reports of the field authorities, it was considered unnecessary to hold a regular inquiry under Section 5(1)(b) of the Act, and accordingly proceedings were initiated under Section 7(b) read with Section 5(1)(a) of the Punjab Employees Efficiency, Discipline and Accountability Act, 2006 vide Show Cause Notice dated 16.02.2026 on the charge of misconduct, namely:

"You have been found willfully absent from your duties w.e.f. 01.09.2025 till to date without any intimation or prior permission / approval of leave by the Competent Authority which constitutes misconduct in terms of Section 2(n)(vii) of the Punjab Employees Efficiency, Discipline and Accountability Act, 2006".

4. **AND WHEREAS**, despite due service of Show Cause Notice, the accused officer failed to submit any written reply whatsoever. Such deliberate silence amounts to forfeiture of the opportunity to rebut the allegations and leaves the documentary evidence wholly un rebutted. In order to ensure complete adherence to the principles of natural justice and to afford every reasonable opportunity of defence, the accused officer was granted three separate opportunities of personal hearing before the undersigned on 06.05.2026, 03.06.2026 and finally on 18.06.2026. Despite due notice and service through all available modes, she consciously abstained from appearing on each occasion. Her persistent non-appearance unmistakably demonstrates a deliberate

attempt to evade the disciplinary proceedings and reflects utter indifference towards lawful departmental process. The principles of natural justice require that an opportunity be afforded; they do not compel the authority to wait indefinitely where the delinquent employee, by her own volition, elects not to avail such opportunity.

5. **AND WHEREAS**, I have meticulously examined the entire record, including the Show Cause Notice, documentary evidence, reports received from the Directorate General and District Education Officer (Special Education), SESIS attendance record, relevant provisions of the Punjab Employees Efficiency, Discipline and Accountability Act, 2006, the Contract Appointment Policy, 2004, and all material available on the departmental file. The following facts stand established beyond any pale of doubt:

- i. The accused officer admittedly proceeded on leave without obtaining prior approval of the Competent Authority.
- ii. Her application for medical leave did not fulfil the mandatory requirements prescribed under the Contract Appointment Policy, 2004, as no medical certificate or lawful leave title was furnished.
- iii. Even after rejection of her leave application, she deliberately failed to resume duty and continued her unauthorized absence.
- iv. She neither submitted any written defence nor produced any evidence capable of explaining or justifying her prolonged absence.
- v. She consciously abstained from all three personal hearings despite repeated notices, thereby abandoning every opportunity to contest the proceedings.

The cumulative effect of the foregoing conduct leaves no room for any plausible inference except that the absence was intentional, unauthorized and willful. Such conduct strikes at the very foundation of public service discipline. Attendance at the assigned place of duty is not a matter of discretion but an indispensable obligation flowing from the contract of public employment. Public administration cannot be held hostage to an employee who chooses to absent herself indefinitely while simultaneously ignoring every lawful direction issued by the Competent Authority.

6. **AND WHEREAS**, it is equally significant that the accused officer is a contract employee, whose service conditions are governed by the Contract Appointment Policy, 2004 and the terms of her appointment. The policy unequivocally provides that medical leave without pay is admissible only upon production of the prescribed medical certificate and that continuation of such leave beyond three months renders the contract liable to termination. Instead of complying with these mandatory requirements, the accused officer resorted to self-assumed leave, thereby committing an act of misconduct independent of any contractual consequences.

7. **AND WHEREAS**, the conduct of the accused officer exhibits persistent insubordination, complete disregard for lawful authority and abandonment of official responsibilities. Such behaviour is wholly incompatible with the standards of integrity, discipline and accountability expected from a public servant entrusted with the welfare and education of children with special needs. Retention of an employee who has displayed sustained defiance of lawful authority would not only undermine institutional discipline but would also send an adverse message throughout the public service that

deliberate absenteeism may be tolerated with impunity. The law does not countenance such a proposition.

8. **AND WHEREAS**, I am, therefore, fully satisfied that the charge of misconduct has been established on the basis of cogent, reliable and unimpeachable documentary evidence and that no mitigating circumstance exists on record warranting any leniency. The proportionality doctrine also stands satisfied, as prolonged unauthorized absence, coupled with total non-cooperation in disciplinary proceedings, constitutes one of the gravest forms of service misconduct, striking at the root of the employer-employee relationship and rendering continuation in service wholly untenable.

9. **NOW THEREFORE**, in exercise of powers conferred under Section 7(f) read with Section 4 of the Punjab Employees Efficiency, Discipline and Accountability Act, 2006, I, **Shoaib Iqbal Syed**, Secretary to the Government of the Punjab, Special Education Department/Competent Authority in this case, hereby impose upon Ms. Sarah Maqsood, Psychologist (BS-17), Government Special Education Centre, Pirmahal, District Toba Tek Singh, the major penalty of "**Removal from Service**" under Section 4(1)(b)(v) of the PEEDA Act, 2006.

(SHOAIB IQBAL SYED)
SECRETARY
GOVERNMENT OF THE PUNJAB
SPECIAL EDUCATION DEPARTMENT /
COMPETENT AUTHORITY

Dated Lahore, the
July 20 /2026

No. & Date Even:

A copy is forwarded for information and necessary action to the:-

1. The Accountant General Punjab, Lahore.
2. The Director General, Special Education Punjab, Lahore.
3. The District Education Officer (Special Education), Faisalabad.
4. Headmaster / Headmistress, Govt. Special Education Center, Pirmahal District Toba Tek Singh.
5. PS to Secretary Special Education Department, Lahore.
6. Statistical Officer, Directorate General, Special Education Punjab, Lahore.
7. Accused officer / **Ms. Sarah Maqsood**, Psychologist (BS-17), Govt. Special Education Center, Pirmahal District Toba Tek Singh. **Resident of E 27/1, Ghousia Colony Bank Stop Walton Road Lahore Cantt And 85.C, Al- Rehman Garden Phase IV Canal Road, Lahore.**

SECTION OFFICER (ESTT-I)
SPECIAL EDUCATION DEPARTMENT