



GOVERNMENT OF THE PUNJAB
SPECIAL EDUCATION DEPARTMENT

ORDER OF INQUIRY

No. SO(Estt)21-352/18: WHEREAS, Deputy Director (Admn.), Director General of Special Education, Punjab, Lahore, vide letter dated 22.11.2023 forwarded a report made by District Education Officer (SE), D.G Khan wherein it was informed that Ms. Ruqayyah Malik was appointed as Psychologist (BS-17) on contract basis for the period of 05 years and posted at Govt. Special Education Centre, Layyah vide order dated 13.08.2018. She assumed the charge of the said post on 27.08.2018 and she while being posted at Govt. Special Education Centre, Layyah, remained absent from her duty w.e.f. 01.11.2021 till date. She despite being absent from duty has drawn her salary till September, 2022, whereas her contract was also expired w.e.f 26.08.2023. It was also informed that **Ms. Nazia Mushtaq**, Senior Special Education Teacher (H.I Field / BS-17), ex-Incharge Headmistress, Govt. Special Education Centre, Layyah presently reported to department ('accused officer No.1') failed to stop salary of Ms. Ruqayyah Malik and **Ms. Rehana Ambreen**, Senior Teacher (BS-18/Personal), the then District Education Officer (Special Education), D.G. Khan, presently awaiting posting in this department ('accused officer No.2) failed to forward absence report of Ms. Ruqayyah Malik to the Competent Authority for further action as per law, in a timely manner. It has also been informed that due to negligence and inefficiency of accused officers, loss amounting to Rs. 01.00 million (approximately) has been caused to the Government exchequer on account of releasing of salary during absence period of Ruqayyah Malik. Accordingly, District Education Officer (Special Education), D.G Khan, recommended that disciplinary proceedings on the charges of inefficiency and misconduct may be initiated against the accused officers.

2. **AND WHEREAS**, the undersigned being the Competent Authority, under the Punjab Employees Efficiency, Discipline and Accountability Act, 2006 ('Act'), in due consideration of the facts of the case, is of the opinion that there are sufficient grounds to proceed against **Ms. Nazia Mushtaq**, Senior Special Education Teacher (H.I Field/ BS-17), the then Incharge Headmistress, Govt. Special Education Centre, Layyah presently reported to department and **Ms. Rehana Ambreen**, Senior Teacher (BS-18/Personal), the then District Education Officer (Special Education), D.G. Khan, presently awaiting posting in this department on the charges of inefficiency and misconduct, under Section 5 read with Section 9 of the Act *ibid*. I, therefore, order initiation of disciplinary proceedings through a regular inquiry against the accused officers under the Act *ibid* by appointing **Mr. Muhammad Mushtaq, Principal (BS-19), Government Secondary School for Hearing Impaired (Boys), Mianwali** as Inquiry Officer to proceed against the accused officers in terms of Section 5 read with Section 9 of the Act *ibid*.

3. The Inquiry Officer will proceed against the accused officers on the following charges of inefficiency and misconduct:

CHARGES AGAINST MS. NAZIA MUSHTAQ

Being Incharge Headmistress of Govt. Special Education Centre, Layyah, Ms. Nazia Mushtaq was responsible for overseeing administrative matters of the Centre but she failed to discharge her duties in befitting manner and her negligence is apparent from the fact that Ms. Nazia Mushtaq failed to get stopped the salary of Ms. Ruqayyah Malik, Psychologist (BS-17), Govt. Special Education Centre, Layyah who was absent from duty w.e.f. 01.11.2021 and accordingly, Ms. Ruqayyah Malik, *during the period of her willful absence w.e.f. 01.11.2021*, withdrew her salary till September 2022 (almost 11 months), which caused huge financial loss to the Government exchequer amounting to Rs. 10,00,000/- (One Million Rupees approx.).

CHARGES AGAINST MS. REHANA AMBREEN

Being former District Education Officer (Special Education), D.G. Khan, Ms. Rehana Ambreen at the time failed to promptly report the absence of Ms. Ruqayyah Malik, Psychologist (BS-17), Govt. Special Education Centre, Layyah to the Competent Authority, which caused delay in initiation of disciplinary proceedings against Ms. Ruqayyah Malik. Moreover, Ms. Rehana Ambreen also failed to ensure that salary of Ms. Ruqayyah Malik, *who was unauthorizedly absent from duty w.e.f. 01.11.2021*, is stopped immediately. Due to inefficiency of Ms. Rehana Ambreen, Ms. Ruqayyah Malik, *during the period of her willful absence w.e.f. 01.11.2021*, withdrew salary till September, 2022 which caused huge financial loss to the Government exchequer amounting to Rs. 10,00,000/- (One Million Rupees approx.).

4. The accused officers are directed to submit their written defense to the Inquiry Officer, within **07** days of the receipt of this order. If they fail to submit their written defense within the prescribed period, it shall be presumed that either they have no defense to offer or they have declined to offer the same and they have accepted the charges.

5. **Deputy District Education Officer (Spl. Edu.), D.G. Khan** is appointed as Departmental Representative in terms of Section 9(1)(c) read with Section 12 of the Act *ibid*.

6. In case, the accused officers desires to consult any record on which the aforesaid charges are based or is relevant to the aforesaid charges, they may do so

Laina Saad

with prior arrangement with the Departmental Representative within 03 days of the receipt of this Order.

7. The Inquiry Officer will submit his report and recommendations to the undersigned within sixty days (60 days) of the initiation of inquiry in terms of Section 10(6) of the Act *ibid*.


(SAIMA SAEED)
SECRETARY to
GOVERNMENT OF THE PUNJAB
SPECIAL EDUCATION DEPARTMENT /
COMPETENT AUTHORITY

Dated Lahore the
April 02nd /2024

NO. & DATE EVEN

A copy is forwarded to: -

1. The Director General, Special Education Punjab, Lahore.
2. The District Education Officer (Special Education), D.G Khan.
3. **Mr. Muhammad Mushtaq, Principal (BS-19), Government Secondary School for Hearing Impaired (Boys), Mianwali / Inquiry Officer.**
4. **Deputy District Education Officer (Spl. Edu.), D.G. Khan / Departmental Representative** is directed to ensure delivery of this order to the accused officers through all possible means, provide complete relevant record to the Inquiry Officer and to the accused officers, *if so requested by them*, and assist the Inquiry Officer on each and every date of hearing proceedings.
5. **Ms. Rehana Ambreen, Senior Teacher (BS-18/Personal)**, previously posted as District Education Officer (Special Education), D.G. Khan, presently awaiting posting in this department.
6. **Ms. Nazia Mushtaq, SSET (H.I Field / BS-17)**, ex-Incharge Headmistress, Govt. Special Education Centre, Layyah presently reported to department.
7. PS to Secretary Special Education Department.
8. Office order file.


SECTION OFFICER (ESTT.)
SPECIAL EDUCATION DEPARTMENT