

REGISTERED



SO(ESTT.)21-337/18
GOVERNMENT OF THE PUNJAB
SPECIAL EDUCATION DEPARTMENT
31-Sher Shah Block New Garden Town, Lahore

Dated Lahore, the 31 August, 2026

To

Ms. Farkhanda Naseem,
Psychologist (BS-17),
Previously posted at Government Institute for Slow Learners, Gujrat.

R/o: 11 Chanab Block Allama Iqbal Town, Lahore
And
Dhair Kay Kallah, Dakhana Khas, Gujran.

Mobile No: 03228076826

Email id: farkhanda.cheema@gmail.com

Subject: **SHOW CAUSE NOTICE UNDER SECTION 7(b) READ WITH SECTION 5(1)(a) OF THE PEEDA ACT, 2006**

WHEREAS, you, Ms. Farkhanda Naseem, Psychologist (BS-17), previously posted at Government Institute for Slow Learners, Gujrat, were granted Extraordinary Leave (without pay) w.e.f. **01.09.2024 to 31.08.2025** with the direction to resume your duty upon expiry of the sanctioned leave but you have failed to resume your duty upon expiry of your leave and remained absent from duty with effect from **01.09.2025 till to date**, without obtaining any further leave or approval from the Competent Authority. Your continued absence after expiry of the sanctioned leave prima facie constitutes wilful and unauthorized absence from duty and failure to discharge your official responsibilities. It has further been reported that despite being on Extraordinary Leave (without pay) w.e.f. 01.09.2024 to 31.08.2025, you drew/received salary for the months of **September 2024 and October 2024**. The record indicates that the Headmistress had submitted the necessary change form for stoppage of your salary to the District Accounts Officer, Gujrat, vide letter dated 20.09.2024, after receipt of the leave sanction order dated 19.09.2024, but due to administrative processing delays, the salary for September and October 2024 could not be stopped before disbursement. However, the aforesaid administrative delay does not affect the fact that you received salary for the months of September and October 2024 despite being on Extraordinary Leave without pay during the said period and you were not entitled to receive such salary. Your said acts constitutes misconduct, inefficiency, and violation of orders of the competent authority, thereby attracting disciplinary action under the provisions of the Punjab Employees Efficiency, Discipline and Accountability (PEEDA) Act, 2006.

2. AND WHEREAS, the undersigned being Competent Authority, under the Punjab Employees Efficiency, Discipline and Accountability Act, 2006, in due consideration of the facts of the case, is of the view that you, **Ms. Farkhanda Naseem**, Psychologist (BS-17), previously posted at Government Institute for Slow Learners, Gujrat (**'accused officer'**), have been found guilty of misconduct on account of following charge:

- i. You have been found willfully absent from your duty w.e.f. 01.09.2025 till to date without prior permission / approval of leave by the Competent Authority.
 - ii. You while being on Extraordinary Leave Without Pay from 01.09.2024 to 31.08.2025, knowingly drew and received salary for the months of September 2024 and October 2024, despite being not entitled to salary for the said period, resulting in excess payment from the Government exchequer. Your said act caused financial loss to the government and constituted financial misconduct.
3. **AND WHEREAS**, the undersigned is of the opinion that in view of availability of sufficient documentary evidence on record it is not necessary to hold an inquiry into the matter in view of the provision contained in Section 5 (1)(b) of the Act *ibid*. It is, therefore, decided to proceed against you under Section 7(b) read with Section 5 (1)(a) of Punjab Employees Efficiency, Discipline and Accountability Act, 2006.
4. **NOW, THEREFORE**, you are hereby called upon to show cause in writing **within 07-days** of the receipt of this notice as to why one or more of the penalties as prescribed under Section 4 of the Punjab Employees Efficiency, Discipline and Accountability Act, 2006 should not be imposed upon you.
5. Your reply to Show Cause Notice should reach the undersigned, within the said period failing which it shall be presumed that you have no defence to offer and you have admitted the charge.
6. In case, you desire to consult any record on which the aforesaid charges are based or relevant to the aforesaid charge, you may do so with prior arrangements with the Section Officer (Estt.) of this Department **within 03-days** of the receipt of this notice.

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

No. & Date Even:

A copy is forwarded to:

1. The Director General of Special Education, Punjab, Lahore.
2. The District Education Officer (Special Education), Gujranwala with the direction to ensure delivery of this Show Cause Notice to the accused officer through all possible means, well in time.
3. The Principal / Headmaster / Headmistress, Government Institute for Slow Learners, Gujrat, with the direction to ensure the delivery of this notice to the accused officer through all possible means, under intimation to this department.
4. PS to Secretary Special Education Department.
5. Office file.

SECTION OFFICER (ESTT.-I)