

REGISTERED



**GOVERNMENT OF THE PUNJAB
SPECIAL EDUCATION DEPARTMENT**

PENALTY ORDER

No. SO(Estt)07-13/2019. WHEREAS, disciplinary proceedings were initiated against **Ms. Kiran Shehzadi**, Senior Special Education Teacher (V.I Field / BS-17), previously posted at Govt. Gunj-Shakar Special Education Complex, Okara. The proceedings were conducted by dispensing with the requirement of a regular inquiry, under Section 5(1)(b) of the Punjab Employees Efficiency, Discipline and Accountability Act, 2006 ("Act"), in view of the documentary evidence already available on record substantiating her wilful and unauthorized absence from duty. Accordingly, a Show Cause Notice dated 07.05.2026 was issued to her under Section 7(b) read with Section 5(1)(a) of the Act, on the following charge of misconduct:

"You have been found absent from your duties w.e.f. 25.11.2025 till date without prior permission / approval of leave by the Competent Authority."

2. **AND WHEREAS**, through the aforesaid Show Cause Notice, the accused officer was directed to submit her written defence reply within seven (07) days. However, she failed to furnish any response within the stipulated time. Consequently, in order to finalize the disciplinary proceedings, the accused officer was afforded an opportunity of personal hearing under Section 7(d) of the Act *ibid*.

3. **AND WHEREAS**, for this purpose, vide letter dated 20.07.2026, she was directed to appear before the undersigned on 05.08.2026 at 10:40 A.M. The accused officer, despite due service of notice, failed to avail the opportunity of personal hearing on the said date. In the interest of justice and to ensure due process, a second opportunity of personal hearing was granted to her vide letter dated 17.08.2026, directing her to appear on 27.08.2026 at 11:40 A.M. However, she once again failed to attend the proceedings. A last and final opportunity was granted to her vide letter dated 31.08.2026, and she was directed to appear for personal hearing on 15.09.2026 at 10:30 A.M., but she again failed to appear.

4. **AND WHEREAS**, the record confirms that the Show Cause Notice and all subsequent hearing notices were duly served upon the accused officer through the District Education Officer (Special Education), Sahiwal and the Deputy Director, Govt. Gunj-Shakar Special Education Complex, Okara, at both her official and residential addresses. Show Cause Notice and hearing notices were also uploaded on the website of the department. Thus, despite strict adherence to all legal, procedural, and formal requirements, coupled with the provision of adequate and repeated opportunities, the accused officer wilfully abstained from participating in the personal hearing proceedings.

5. **AND WHEREAS**, upon thorough examination of all aspects and material available on record, it has been observed that the matter was initially reported by the Deputy Director, Govt. Gunj-Shakar Special Education Complex, Okara, vide letter dated 11.12.2025, forwarded by the District Education Officer (Special Education),

Sahiwal, vide letter dated 18.12.2025, and further transmitted by the Assistant Director (Administration), Directorate General of Special Education, vide letter dated 30.12.2025, along with copies of explanation letters and extracts of the staff attendance register, whereby it was intimated that the accused officer has remained absent from her duties w.e.f. 25.11.2025 to date, without any prior approval, intimation, or valid justification. This unauthorized absence constitutes gross misconduct, a clear breach of departmental discipline, and a violation of the standards of responsibility expected of a Government servant. The accused officer also failed to submit her written reply in response to the Show Cause Notice dated 07.05.2026. Clause 5 of the said notice explicitly provided as under:

"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."

In light of the above, the failure of the accused officer to furnish her reply amounts to a deemed admission of the charge, thereby substantiating the allegation against her.

6. **AND WHEREAS**, the record further reveals that the accused officer has remained wilfully absent from duty since 25.11.2025, for a period exceeding nine (09) months, without lawful excuse. Such conduct is not only detrimental to service discipline but also unbecoming of a Government servant, reflecting her disregard for professional responsibilities and obligations towards the special children entrusted to her care. Moreover, despite being granted three consecutive opportunities of personal hearing, the accused officer consistently failed to appear before the undersigned on the designated dates, despite due service of notices. This conduct clearly indicates her lack of any plausible defence or supporting evidence and demonstrates a deliberate disregard for the disciplinary process as well as her professional obligations. It is also noteworthy that no extenuating or mitigating circumstances have been brought forth to suggest that her absence was attributable to factors beyond her control. It is a well-settled principle under Section 2(n)(vii) of the PEEDA Act, 2006, that absence from duty without prior approval of leave by the Competent Authority constitutes misconduct and is deemed culpable wrongdoing. The record conclusively establishes that the accused officer has remained absent from duty without authorization from 25.11.2025 till date, spanning a period of over nine (09) months.

7. **NOW THEREFORE**, I, Shoaib Iqbal Syed, Secretary, Special Education Department / Competent Authority, having thoroughly reviewed the entire record and proceedings of the case, am satisfied that the charge of misconduct stands fully established against the accused officer on account of her wilful and continuous absence from duty w.e.f. 25.11.2025 to date, without prior approval, intimation, or lawful justification. The conduct of the accused officer, marked by persistent dereliction of duty and indifference towards her official responsibilities, demonstrates a complete disregard for the discipline of service and the trust reposed in her as a Government servant. Her prolonged unauthorized absence, coupled with her failure to participate in the disciplinary proceedings despite being granted ample and repeated opportunities, reflects a lack of commitment and renders her continued retention in service detrimental both to the Department and to the special children under its care. In view of the gravity of the established charge, and in exercise of the powers conferred upon me under the Punjab Employees Efficiency, Discipline and Accountability Act, 2006, I hereby impose

upon the accused officer the major penalty of "Removal from Service" under Section 4(1)(b)(v) of the Act ibid.

8. This order shall take effect forthwith in accordance with law.

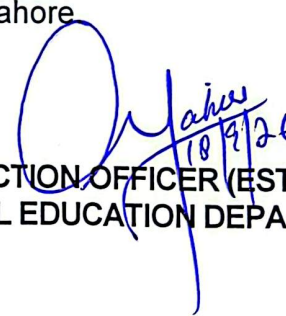
(SHOAIB IQBAL SYED)
SECRETARY
GOVERNMENT OF THE PUNJAB
SPECIAL EDUCATION DEPARTMENT /
COMPETENT AUTHORITY

Dated Lahore, the
September 18 /2026

No. & Date Even:

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

1. Accountant General Punjab, Lahore.
2. Director General, Special Education Punjab, Lahore.
3. District Education Officer (Special Education), Sahiwal.
4. Principal / Headmaster / Headmistress, Govt. Gunj Shakar Special Education Complex, Okara.
5. Statistical Officer, Directorate General, Special Education Punjab, Lahore.
6. Ms. Kiran Shehzadi, Senior Special Education Teacher (V.I Field / BS-16), previously posted at Govt. Gunj Shakar Special Education Complex, Okara. Resident of Chak No. 183 EB PO Khas, Tehsil Burewala, District Vehari. (Mob No. 03075274678) (Email: kiranshahzadi434@gmail.com)
7. PS to Secretary, Special Education Department, Lahore


SECTION OFFICER (ESTT.-I)
SPECIAL EDUCATION DEPARTMENT