

REGISTERED



GOVERNMENT OF THE PUNJAB
SPECIAL EDUCATION DEPARTMENT

PENALTY ORDER

No. SO(ESTT.)36-12/2011. **WHEREAS**, disciplinary proceedings were initiated against Ms. Sualat Jabeen, Junior Special Education Teacher (MC/BS-16), Govt. Special Education Centre for 03-Remaining Disabilities, 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 her wilful and unauthorized absence from duty, coupled with the availability of sufficient documentary evidence on record substantiating the charge. Accordingly, a Show Cause Notice dated 17.06.2026 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 willfully absent from your duty w.e.f. 27.07.2025 to 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*. For this purpose, vide letter dated 16.07.2026, she was directed to appear before the undersigned on 05.08.2026. The accused officer, despite due service of notice at both her residential addresses at Lahore and Okara, failed to avail the opportunity of personal hearing on the said date.

3. **AND WHEREAS**, 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. However, she once again failed to attend the proceedings.

4. **AND WHEREAS**, 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, but she again failed to appear. The record confirms that all hearing notices, as well as the Show Cause Notice, were duly served upon the accused officer at her residential addresses, with copies endorsed to the District Education Officer (Special Education), Sahiwal and to the Headmaster/Headmistress, Govt. Special Education Centre for 03-Remaining Disabilities, Okara, to ensure delivery. Thus, despite strict adherence to all legal, procedural, and formal requirements, coupled with the provision of adequate opportunities and intimation, 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 accused officer was granted 548-days Ex-Pakistan Extraordinary Leave (without pay) to proceed to the United Kingdom

w.e.f. 25.01.2024 to 26.07.2025 vide order dated 23.01.2024. Upon expiry of the said leave, she submitted an application seeking further extension of Ex-Pakistan Extraordinary Leave (without pay) for a period of 730 days (w.e.f. 16.06.2025 to 15.06.2027). The request of the accused officer was duly examined and rejected by the Competent Authority vide order dated 13.08.2025 on administrative grounds, and she was directed to report to the Department immediately, failing which disciplinary proceedings under the PEEDA Act, 2006 would be initiated against her.

6. **AND WHEREAS**, despite the said directions, she did not resume her duties and has remained absent from duty w.e.f. 27.07.2025 to date. As per record, since the said date, the accused officer has remained absent from duty without any prior intimation, approval of leave, 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 17.06.2026. 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.

7. **AND WHEREAS**, the record further reveals that the accused officer has remained wilfully absent from duty since 27.07.2025, for a period exceeding thirteen (13) 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. 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 at her residential addresses. 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 27.07.2025 till date, spanning a period of over thirteen (13) months.

8. **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. 27.07.2025 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*.

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

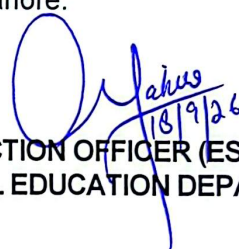
(SHOAIB IQBAL SYED)
SECRETARY
GOVERNMENT OF THE PUNJAB
SPECIAL EDUCATION DEPARTMENT /
COMPETENT AUTHORITY

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. Special Education Centre for 03-Remaining Disabilities, Okara.
5. Statistical Officer, Directorate General, Special Education Punjab, Lahore.
6. **MS. SUALAT JABEEN**, Junior Special Education Teacher (MC/BS-16), previously posted at Govt. Special Education Centre for 03-Remaining Disabilities, Okara. **Resident of** 6-Shahab Colony Zubeda Park Behind Ierik Cinema Multan Road, Lahore **And** Madina Studio, Mohallah Ghalla Mandi, Renala khurd, Okara. **Email:** saulat.jabeen7@gmail.com
7. PS to Secretary, Special Education Department, Lahore.


SECTION OFFICER (ESTT.-I)
SPECIAL EDUCATION DEPARTMENT