



GOVERNMENT OF THE PUNJAB
SPECIAL EDUCATION DEPARTMENT
31-Sher Shah Block, New Garden Town, Lahore.

Dated Lahore the 27th July, 2026

ORDER

No.34-135/2020. WHEREAS, Ms. Javaria Asif Bajwa, Lecturer (Optometry/BS-17), Government Training College for the Teachers of Blind, Lahore, submitted an application seeking grant of Extra Ordinary Leave (without pay) for a period of eighty-nine (89) days w.e.f. 02.03.2026 to 29.05.2026, which was received in the Department on 26.02.2026.

2. AND WHEREAS, notwithstanding the submission of the aforesaid leave application, Ms. Javaria Asif Bajwa proceeded on leave with effect from 02.03.2026 without obtaining prior sanction/approval of leave from the Competent Authority, as required under the applicable service laws, rules and instructions governing leave. She remained absent from duty up to 30.04.2026 (sixty days) and subsequently resumed her duties on 01.05.2026, whereupon she requested cancellation of the remaining leave period.

3. AND WHEREAS, it is a settled principle of service jurisprudence that submission of a leave application does not, by itself, confer any right upon a Government servant to absent himself/herself from duty unless such leave has been duly sanctioned by the Competent Authority. Any absence from duty without prior approval constitutes unauthorized absence and is liable to be examined under the relevant provisions of the Punjab Employees Efficiency, Discipline and Accountability Act, 2006, and other applicable service rules.

4. AND WHEREAS, during scrutiny of the record, it transpired that although the leave application had been received in the Department before the proposed commencement of leave, the same was allegedly not processed and submitted before the Competent Authority for consideration and decision within a reasonable time. Consequently, the circumstances surrounding the processing of the leave case, the conduct of the officer concerned in proceeding on leave without sanction, and the role of the officials dealing with the case require careful examination.

5. AND WHEREAS, the Competent Authority has observed that besides examining whether Ms. Javaria Asif Bajwa committed misconduct by remaining absent from duty without obtaining prior sanction of leave, it is equally necessary, in the interest of transparency, administrative fairness and good governance, to ascertain whether there was any lapse, negligence, omission, delay or failure on the part of the concerned officers/officials of the Establishment Section in processing, scrutinizing or placing the leave application before the Competent Authority for timely decision, and to fix responsibility, wherever warranted.

6. AND WHEREAS, in order to ascertain the complete facts and circumstances of the case, determine the respective responsibility of the officer concerned as well as the officials responsible for delay in processing the leave case, examine the relevant record, and assess whether the facts warrant initiation of disciplinary proceedings under the Punjab Employees Efficiency, Discipline and Accountability Act, 2006, it has been found expedient to appoint a Probe Officer to conduct a detailed fact-finding inquiry into the matter.

7. **NOW THEREFORE**, in exercise of the powers vested in the Competent Authority under the Punjab Employees Efficiency, Discipline and Accountability Act, 2006, and the rules framed thereunder, **Mr. Abdul Sattar, Director (Academics)**, Directorate General of Special Education, Punjab, Lahore, is hereby appointed as **Probe Officer** to conduct a thorough and impartial fact-finding probe into the matter.

8. The Probe Officer will conduct a fact-finding probe into the matter and submit report within **Seven (07) days** with clear recommendations and/or specific charges, *if any charges are made out*, to proceed further in the matter.

SECRETARY
SPECIAL EDUCATION DEPARTMENT

No. & Date Even:

A copy is forwarded for information to:

1. Director General Special Education Punjab, Lahore.
2. Mr. Abdul Sattar, Director (Academics), Directorate General of Special Education, Punjab, Lahore (Probe Officer).
3. Ms. Javaria Asif Bajwa, Lecturer (Optometry) (BS-17), Government Training College for the Teachers of Blind, Lahore.
4. PS to Secretary, Special Education Department.
5. PS to Additional Secretary, Special Education Department.


SECTION OFFICER (ESTT.)
SPECIAL EDUCATION DEPARTMENT