

REGISTERED



No.SO(Estt)10-741/2016
GOVERNMENT OF THE PUNJAB
SPECIAL EDUCATION DEPARTMENT
31-Sher Shah Block New Garden Town, Lahore

Dated Lahore, the 29 June, 2026.

To

1. **Ms. Nida Rafaqat**,
Speech Therapist (BS-17),
Previously posted at Govt. Special Education Centre, Layyah,
Presently posted at Govt. Special Education Centre, Abdul Hakeem,
District Khanewal.
2. **Ms. Nazia Mushtaq**,
Senior Special Education Teacher (HI Field/BS-17),
Former Incharge Headmistress, Govt. Special Education Centre, Layyah,
presently posted at Govt. Special Education Centre, Karor Lal Eason,
(Layyah).

Subject: **SHOW CAUSE-CUM-PERSONAL HEARING NOTICE UNDER SECTION 13(4) OF THE PUNJAB EMPLOYEES, EFFICIENCY, DISCIPLINE AND ACCOUNTABILITY ACT, 2006.**

WHEREAS, *de novo* inquiry proceedings were initiated against you under Section 5 read with Section 9 of the Punjab Employees, Efficiency, Discipline and Accountability Act, 2006 ('Act') vide order dated 24.09.2024 (substituted vide order dated 04.07.2025) on the following charges of inefficiency and misconduct by appointing **Mr. Anayat Ullah Niazi, Headmaster (BS-18), Govt. Special Education Centre (H.I), Khushab as Inquiry Officer;**

CHARGE AGAINST MS. NIDA RAFAQAT

Ms. Nida Rafaqat, Speech Therapist (BS-17) often remains absent from duty and marks her bogus attendance with active connivance of Ms. Nazia Mushtaq, SSET (HI Field/BS-17) / Incharge Headmistress, Govt. Special Education Centre, Layyah. She also remained absent for 13 days w.e.f. 03-04-2023 to 11-04-2023 (09-days) & 26-04-2023 to 29-04-2023 (04-days) without prior permission / approval of leave.

CHARGES AGAINST MS. NAZIA MUSHTAQ

- i. Ms. Nazia Mushtaq, SSET (HI Field/BS-17) with mala fide intention aids Ms. Nida Rafaqat, Speech Therapist (BS-17) to mark her bogus attendance as Ms. Nida Rafaqat is habitual leave hunter and she often remain absent from duty. Ms. Nida Rafaqat remained absent for 13 days w.e.f. 03-04-2023 to 11-04-2023 (09-days) & 26-04-2023 to 29-04-2023 (04-days) but Ms. Nazia Mushtaq marked her bogus attendance.

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- ii. Ms. Nazia Mushtaq, SSET (HI Field/BS-17) often remains absent from duty without prior permission / approval of leave and marks her bogus attendance.
- iii. Ms. Nazia Mushtaq, SSET (HI Field/BS-17) deliberately and with mala fide intentions keeps Bio-metric machine dysfunctional and submits wrong status of bio-metric machine.
- iv. Due to inefficiency of Ms. Nazia Mushtaq, SSET (HI Field/BS-17), the amount of stipend to be distributed amongst Special Students of the Centre was never paid in full and the amount so drawn for said purpose was embezzled.
- v. Due to inefficiency of Ms. Nazia Mushtaq, SSET (HI Field/BS-17), the uniform is not distributed amongst the students as per policy of the Special Education Department.
- vi. Due to loose administrative control of Ms. Nazia Mushtaq, SSET (HI Field/BS-17), attendance register of the Centre was kept in the custody of Chowkidar instead of Headmistress or Clerk.
- vii. The behaviour of Ms. Nazia Mushtaq, SSET (HI Field/BS-17) with staff of the Centre was very rude. She often misbehaved with the staff and she also threatens them to record adverse remarks in their PER(s) if they raise any objection on her acts. Ms. Nazia Mushtaq, SSET (HI Field/BS-17) also used rough language with the students as well as with their parents of special students. Moreover, parents-teachers meeting was not conducted for several months.
- viii. Students of the centre were on leave w.e.f. 18.03 2023 to 31.03 2023 but Ms. Nazia Mushtaq, SSET (HI Field/BS-17) forced the staff of the centre to mark the attendance of the students as well as buses of the Centre were shown as operational during this period and fuel amount has been embezzled.
- ix. Despite purchasing sports items / articles, the same were never handed over to Instructor Physical Education.

2. **AND WHEREAS**, the Inquiry Officer, after finalizing the inquiry proceedings, has submitted inquiry report to this department (**copy of Inquiry Report is attached**). The Inquiry Officer has recommended imposition of following penalties:

Sr. No.	Name of accused	Recommendations of Inquiry Officer
01	Ms. Nida Rafaqat,	(ii)1. The charge stands partially proved

	(Ex) Speech Therapist (BS-17), Govt. Special Education Centre, Layyah,	against the accused officer No.1, hence she may be awarded Minor Penalty of "Fine not exceeding basic pay of one month" under section 4(a) iii of PEEDA Act 2006 along with recovery of pay of (06 days) (Absent period from 10.04.2023 to 11.04.2023 and from 26.04.2023 to 29.04.2023) amounting to Rs. 21738.
02	Ms. Nazia Mushtaq, (Ex) SSET (HI Field/BS-17), Incharge Headmistress, Govt. Special Education Centre, Layyah	The charge No.1, No.3, and No. 7 are fully proved against the accused officer No.2, hence she may be awarded Minor Penalty of "Withholding of 02 increments for a period of five years," under section 4(a) ii of PEEDA Act 2006.

3. **AND WHEREAS**, in view of the above, you are liable to be imposed one or more penalties in terms of Section 4 of the Act *ibid* for the charge against you.

4. **NOW THEREFORE**, in exercise of the powers conferred upon me as Competent Authority under Section 13(4) of the Act *ibid*, you are hereby called upon to show cause within seven (07) days of the receipt of this notice as to why one or more penalties as prescribed under Section 4 of the Act *ibid* may not be imposed upon you. You are allowed to submit additional defense in writing, if any.


5. You are also afforded an opportunity of personal hearing and directed to appear before the undersigned on 09-07-2026 at 12:00 noon for this purpose. If you fail to appear, the case shall be decided *ex-parte*.

(SHOAIB IQBAL SYED)
SECRETARY SPECIAL EDUCATION /
COMPETENT AUTHORITY

CC.

1. District Education Officer (Special Education), D.G Khan.
2. **Deputy District Education Officer (Spl. Edu.), D.G. Khan / Departmental Representative** is directed to ensure the delivery of this show notice to the accused officers through all possible means including delivery of this show notice at their residential address and also to appear before Secretary, Special Education Department on the date fixed for personal hearing alongwith relevant record.
3. The Principal / Headmaster / Headmistress, Govt. Special Education Centre, Abdul Hakeem, District Khanewal is directed to ensure the delivery of this show notice to the accused officer No.1 / Nida Rafaqat through all possible means including delivery of this show notice at her residential address under intimation to this department.

4. The Principal / Headmaster / Headmistress, Govt. Special Education Centre, Karor Lal Eason, (Layyah) is directed to ensure the delivery of this show notice to the accused officer No.2 / Ms. Nazia Mushtaq through all possible means including delivery of this show notice at her residential address under intimation to this department.
5. PS to Secretary, Special Education Department.


SECTION OFFICER (ESTT.)
SPECIAL EDUCATION DEPARTMENT