

REGISTERED



No. SO(Estt)36-263/2019
GOVERNMENT OF THE PUNJAB
SPECIAL EDUCATION DEPARTMENT
31-Sher Shah Block New Garden Town, Lahore

Dated Lahore, the 13th February, 2024

To

Ms. Maham Tanveer,
Junior Special Education Teacher (MC Field) (BS-16),
Govt. Special Education Centre, Kamalia,
District Toba Tek Singh.

R/o

House No. 322, H-Block, Mohallah Ali Pur, Okara.

Mob No. 03226923579

Subject:

**PERSONAL HEARING NOTICE UNDER SECTION 7(d) OF THE
PUNJAB EMPLOYEES, EFFICIENCY, DISCIPLINE AND
ACCOUNTABILITY ACT, 2006**

I am directed to refer to the subject cited above and to state that disciplinary proceedings were initiated against you by the Secretary Special Education being Competent Authority under Section 7(b) read with Section 5(1)(a) of the Punjab Employees Efficiency, Discipline and Accountability Act, 2006 ('Act') vide Show Cause Notice dated 24.01.2024 on the following charge of misconduct and it was decided to dispense with the inquiry in terms of Section 5(1)(a) of the Act ibid;

"Your engagement as a contracted employee is subject to the stipulations outlined in the Contract Appointment Policy of 2004, as well as the terms and conditions delineated in the offer of appointment dated June 13, 2019, which were duly acknowledged by you upon commencement of your service. Specifically, it is explicitly stated therein that a leave without pay for a duration of 90 days on medical grounds is permissible. However, in the event that such medical leave extends beyond a period of three months, your contractual agreement shall be subject to termination. You are presently in contravention of the explicit provisions outlined in the Contract Appointment Policy of 2004, as well as the terms and conditions specified in the offer of appointment dated June 13, 2019, which you duly accepted. This violation is evidenced by your actions wherein, subsequent to availing a 90-day medical leave from January 11, 2022, to February 08, 2022 (29 days) and from January 09, 2023, to April 03, 2023 (85 days), you subsequently sought additional medical leave, commencing from August 21, 2023, to November 03, 2023 (75 days), followed by periods from November 20, 2023, to December 03, 2023 (14 days), and from December 04, 2023, to December 15, 2023 (12 days), amounting to a cumulative period of 101 days. Throughout these periods, you remained willfully absent from duty without prior permission/approval

of leave by the Competent Authority. Furthermore, your applications for medical leave have been duly declined, substantiated by the rationale that, being a contracted employee, post the utilization of the stipulated 90-day medical leave period, any additional leaves on medical grounds are not admissible to you under the prevailing terms and conditions. Hence, your conduct towards performance of your duties is highly prejudicial to good service / discipline and tantamounts to gross misconduct.”

2. I am further directed to state that Show Cause Notice dated 24.01.2024 was served upon you in terms of Section 7(b) read with Section 5(1)(a) of the Act *ibid*, and you were directed to submit your written reply within 07 days. Your written reply has been received and examined by the Competent Authority and the same has been found unsatisfactory. Hence, you are liable to be imposed one or more penalties in terms of Section 4 of the Act *ibid*.

3. In view of above, I am further directed to inform you that in exercise of powers conferred under Section 7 of the Act *ibid*, Secretary Special Education / Competent Authority has decided to afford you an opportunity of personal hearing and has appointed **Deputy Secretary, Special Education Department** as Hearing Officer under Section 7(d) of the Act *ibid* for said purpose. Therefore, you are directed to appear before the **Deputy Secretary, Special Education Department** on 21.02.2024 at 01:00 P.M. in his office chamber at 31-Sher Shah Block, New Garden Town, Lahore for this purpose. If you fail to avail this opportunity, the case shall be decided *on the basis of available record*.

ISSUED BY THE ORDER OF
SECRETARY to
GOVT. OF THE PUNJAB
SPECIAL EDUCATION DEPARTMENT

C.C:

1. Deputy Secretary, Special Education Department / Hearing Officer.
2. The District Education Officer (Special Education), Faisalabad to ensure delivery of this Show Cause Notice to the accused officer on her official and residential address under intimation to this department.
3. The Headmaster/Headmistress, Govt. Special Education Centre, Kamalia District Toba Tek Singh, to ensure delivery of this notice to the accused officer on her official and residential address and through all possible means under intimation to this department.
4. PS to Secretary Special Education Department.
5. Office file


SECTION OFFICER (ESTT.)
SPECIAL EDUCATION DEPARTMENT