

REGISTERED



To

No. SO(ESTT)1-20/2006
GOVERNMENT OF THE PUNJAB
SPECIAL EDUCATION DEPARTMENT
31-Sher Shah Block New Garden Town, Lahore
Dated Lahore, the 21st February, 2025

Ms. Shehnaz Anjum,
Senior Teacher (BS-17),
Former Incharge Govt. Special Education Centre for PHC (Devolved)
Dera Ghazi Khan.

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

I am directed to refer to subject noted above and to state that disciplinary 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 11.06.2024 substituted vide order of inquiry dated 07.08.2024 on the following charges of inefficiency and misconduct by appointing **Mr. Muhammad Sharif**, Headmaster (BS-18), Govt. (Middle) Special Education Centre, Hasilpur as inquiry officer:

- i. During her tenure as the Incharge of the Centre, she displayed inefficiency and failed on multiple fronts, including poor budget management, misuse of public funds, wastage of public resources, and neglecting essential safety measures such as the installation of security cameras in school premises and buses, compromising the safety of children with special needs.
- ii. She in her capacity as Incharge has misappropriated funds by authorizing expenditure of Rs. 796,800/- for the repair of a bus without adherence to proper procurement procedures during the financial year 2022-23. She has violated the principles of procurement and procurement rules by unilaterally identifying the scope of repair work for the bus without obtaining the necessary inspections from the Motor Vehicle Examiner or any Technical Workshop.
- iii. On 13.06.2023, financial bids were opened followed by the issuance of a work order on 14.06.2023, despite the fact that financial bids opening meeting was scheduled for 15.06.2023. Moreover, signatures of Procurement Committee members were also missing on the financial bids. In addition thereto, signatures of committee members on any procurement documents, including bidding documents, technical evaluation reports, financial evaluation of bids are missing.
- iv. Despite the purported objective of strengthening the pick and drop facility for children with special needs, she failed to provide the promised service despite incurring an expenditure of Rs. 800,000/-. This misuse of public funds for personal gain is a serious violation

of trust and public duty as despite incurring huge repair expenditure the vehicle did not cover even a single Kilometer for pick and drop and is still off-road.

- v. The accused officer has failed to provide photographic evidence depicting the condition of the bus before and after repair, indicating a lack of accountability and transparency in the management of public resources. Disparities between the initially identified scope of work and the documented scope of work in the bills further contribute to suspicions of fraudulent activity.
- vi. In 2022, the petrol expenditure was only Rs. 96,895/- compared to Rs. 219,065/- in the preceding year i.e. 2021, despite lower petrol prices at that time. These numbers envisages that the pick and drop facility remained suspended for disabled students. This failure to facilitate transportation of special needs students impacted enrolment rates negatively.
- vii. At present daily attendance of the school stands at a mere 15-20 students, indicating a failure on the part of the accused officer to administer school affairs professionally. She admitted normal students as disabled students to inflate enrolment numbers. Furthermore, only 30 students participated in school exams, suggesting a discrepancy between reported and actual attendance.
- viii. During surprise inspections by DEO (Spl. Edu.), D.G Khan, the accused officer was found absent from duty on many occasions. Analysis of attendance data from the biometric machine revealed numerous violations and inaccurate recording of attendance times in the attendance register compared to biometric data, and failure to mark attendance upon leaving. The accused officer also falsely marked her attendance on several occasions. As per biometric data the accused officer did not mark attendance on 24 & 31 August, 2023, 01.09.2023 to 06.09.2023, 10,11,14,16,24 & 30 November, 2023, 21.12.2023, 23.12.2023 to 27.12.2023, 29.12.2023, 03.02.2024 and 10.02.2024 but she has marked her attendance in the attendance register which shows that she used to mark attendance on the register on days, when she actually did not attend the school.
- ix. She neglected safety and security protocols by failing to install security cameras in the school and in buses, disregarding Government and DGSE directives. This negligence poses significant risks to the safety of special needs students and violates established safety guidelines.
- x. She is also engaged in procurement irregularities by splitting uniform procurements and disregarding specified quality standards. The uniforms procured under her leadership were substandard and ill-suited to the geographical weather conditions of the region, compromising the comfort and well-being of special needs students.

2. **AND WHEREAS**, the Inquiry Officer has submitted inquiry report to this department (copy of Inquiry Report has already been sent to you). The Inquiry Officer has recommended the imposition of following penalties:

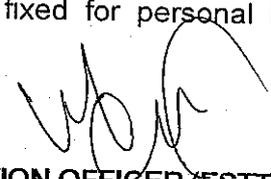
Sr. No	Accused officer	Recommendations
1.	Ms. Shehnaz Anjum, Senior Teacher (BS-17), Former Incharge Govt. Special Education Centre for PHC (Devolved) Dera Ghazi Khan.	<p>1. The accused officer may be awarded a Major Penalty of 'Recovery of Rs. 7,96,800/- from pay under Section 4(1)(b)(i) of the PEEDA Act, 2006 on the account of irregular repairs of Bus.</p> <p>2. The accused officer may be awarded a Major Penalty of 'Recovery of Pay of 21 days (absence period)' under Section 4(1)(b)(i) of the PEEDA Act, 2006 on the account of absence from duty.</p> <p>3. The accused officer may be awarded a Minor Penalty of 'Withholding of increments for the period of five years' under Section 4(1)(a)(ii) of the PEEDA Act, 2006 on the account of inefficiency.</p>

3. In view of above, I am further directed to inform you that in exercise of powers conferred under Section 13(4) of the Act *ibid*, Secretary Special Education has decided to afford you an opportunity of personal hearing and has appointed **Deputy Secretary, Special Education Department** as Hearing Officer under Section 13(4)(c) of the Act *ibid* for said purpose. Therefore, you are directed to appear before the **Deputy Secretary, Special Education Department / Hearing Officer** on **06.03.2025** 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
DEPUTY SECRETARY
SPECIAL EDUCATION DEPARTMENT/
HEARING OFFICER**

C.C:

1. PS to Deputy Secretary, Special Education Department/Hearing Officer
2. Mr. Muhammad Younas, Superintendent (BS-17), Govt. High Special Education Centre, Mianchannu / **Departmental Representative** is directed to ensure the delivery of this notice to the accused officer through all possible means, and also to appear before the Hearing Officer on the date fixed for personal hearing alongwith relevant record.
3. PS to Secretary Special Education Department.


**SECTION OFFICER (ESTT-I.)
SPECIAL EDUCATION DEPARTMENT**