

REGISTERED



No. SO(Estt)36-38/2011  
**GOVERNMENT OF THE PUNJAB**  
**SPECIAL EDUCATION DEPARTMENT**  
31-Sher Shah Block New Garden Town, Lahore

Dated Lahore, the March 12<sup>th</sup>, 2024

To

1. **Ms. Saima Gulnaz,**  
Junior Special Education Teacher (BS-16 / MC Field),  
previously posted at Government Special Education Centre Qila Deedar Singh, District Gujranwala presently reported to department.
2. **Ms. Amina Ghafoor,**  
Junior Special Education Teacher (BS-16 / VI Field),  
previously posted at Government Special Education Centre Qila Deedar Singh, District Gujranwala, presently reported to department.

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

*Saima Saeed*  
**WHEREAS**, disciplinary proceedings were initiated against you vide order dated 23.10.2023 under Section 3 read with Section 9 of the Punjab Employees, Efficiency, Discipline and Accountability Act, 2006 on the following charges of inefficiency and misconduct by appointing Mr. Muhammad Mudassar, Headmaster (BS-18), Govt. Special Education Centre, Sara-i-Alamgir as Inquiry Officer;

**CHARGES AGAINST MS. SAIMA GULNAZ**

1. Ms. Saima Gulnaz's performance at the Govt. Special Education Centre, Qila Deedar Singh, remained subpar because she did not carry out her responsibilities in a suitable manner, *in accordance with applicable standards*, and continued to form groups with other female employees of the Centre with the intention of interfering in the administrative affairs of the Centre, which impeded administrative procedures.
2. Ms. Saima Gulnaz instead of performing her duties remained busy in knitting conspiracies alongwith other female staff members of the Centre against the Incharge Headmaster with the intention of spoiling the atmosphere of the Centre and she also occasionally misbehaved with the Incharge Headmaster.
3. Ms. Saima Gulnaz instead of working for the welfare of special students remained busy in lobbying for getting Mr. Shehzad Imtiaz removed from the position of Incharge Headmaster and

restoration of Ms. Nimra Bhatti former Incharge Headmistress of the said Centre on the same position for her personal motives such as leave hunting and coming late to duty etc.

4. Ms. Saima Gulnaz remained disobedient and non-cooperative to Incharge Headmaster of the Centre regarding her official assignments and defied the lawful orders/instructions issued to her by the Incharge Headmaster, due to which academic activities of the Centre were badly ignored and special students suffered vigorously.

#### **CHARGES AGAINST MS. AMINA GHAFOR**

1. The conduct and performance of Ms. Amina Ghafoor during her tenure at the Govt. Special Education Centre, Qila Deedar Singh, remained below average. This is attributable to her failure to fulfill her responsibilities in a manner in line with established standards. she has consistently engaged herself in the formation of alliances with fellow female staff members at the Centre, thereby exhibiting an intention to interfere in the administrative affairs of the Centre. Such conduct had adversely impacted the seamless execution of administrative procedures.
2. Ms. Amina Ghafoor misbehaved with Chief Executive Officer, District Education Authority, Gujranwala, during his visit of the Centre on 06.10.2023 which tantamount to gross misconduct.
3. Ms. Amina Ghafoor, rather than performing her assigned responsibilities, was preoccupied with orchestrating conspiracies in collaboration with other female staff members of the Centre, with the deliberate intention of disrupting the harmonious Centre's environment. Furthermore, she periodically / intermittently displayed instances of improper / inappropriate behaviour towards the Incharge Headmaster.
4. Ms. Amina Ghafoor in league with Ms. Saima Gulnaz instead of working for the welfare of special students of the Centre, remained busy in lobbying for getting Mr. Shehzad Imtiaz removed from the position of Incharge Headmaster and restoration of Ms. Nimra Bhatti former Incharge Headmistress of the said Centre on the same position for her personal motives such as leave hunting and coming late to duty etc.

The Inquiry Officer has submitted his report to this department on 01.03.2024 (copy enclosed).

2. **AND WHEREAS**, the Inquiry Officer has recommended imposition of following penalties;

Sr. No.	Name of the accused officer	Proposal as to imposition of penalty or exoneration
1.	Mr. Shahzad Imtiaz	It is recommended that he may be exonerated from the charges.
2.	Ms. Saima Gulnaz	It is recommended that major penalty of forfeiture of past 03 years' service under Section 4(1)(b)(iii) of the PEEDA Act, 2006; and minor penalty of withholding of increments for a period of two years under Section 4(1)(a)(ii) of the PEEDA Act, 2006 may be awarded to Ms. Saima Gulnaz.
3.	Ms. Amina Ghafoor	It is recommended that major penalty of forfeiture of past 03 years' service under Section 4(1)(b)(iii) of the PEEDA Act, 2006; and minor penalty of withholding of increments for a period of two years under Section 4(1)(a)(ii) of the PEEDA Act, 2006 may be awarded to Ms. Amina Ghafoor.

3. **AND WHEREAS**, you are liable to be imposed one or more penalties in terms of Section 4 of the Act *ibid* for the charges 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. It is further decided to afford you an opportunity of personal hearing and for said purpose **Additional Secretary, Special Education Department** is appointed **Hearing Officer** under Section 13(4)(c) of the Act *ibid*. Therefore, you are directed to appear before the **Additional Secretary, Special Education Department / Hearing Officer** as and when the case is fixed for hearing by the Hearing Officer.

  
(SAIMA SAEED)

**SECRETARY SPECIAL EDUCATION /  
COMPETENT AUTHORITY**

**CC.**

1. **Additional Secretary, Special Education Department / Hearing Officer.**
2. District Education Officer (Special Education), Gujranwala 1 with the direction to ensure the delivery of this notice to the accused officers.
3. **Mr. Muhammad Azhar** (Assistant / BS-16), presently posted in the office of District Education Officer (Spl. Edu.), Gujranwala / **Departmental Representative** to ensure delivery of this notice to the accused officers and also to appear before **Additional Secretary, Special Education Department** on the date fixed for personal hearing alongwith relevant record.
4. PS to Secretary, Special Education Department.

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