

REGISTERED



GOVERNMENT OF THE PUNJAB
SPECIAL EDUCATION DEPARTMENT

ORDER OF INQUIRY

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No. SO(ESTT.)10-741/2016: WHEREAS, Deputy Director (Admn), Directorate General of Special Education, Lahore vide letter dated 14.02.2024 has forwarded a detailed report made by District Education Officer (SE), D.G. Khan ('DEO, D.G Khan') regarding the procurement of uniforms for the Government Special Education Centre, Layyah and also stated that a bill amounting to RS. 1.700 million was submitted for payment in November 2023 related to the procurement of uniforms, which was processed through a doubtful purchase committee. After receiving the bill, Ms. Nazia Mushtaq, the then Incharge / DDO, Government Special Education Centre, Layyah sought revalidation, claiming that it pertained to the previous financial year's expenditure. DEO, D.G. Khan scrutinized the bill and discovered significant irregularities in the procurement process. Consequently, a questionnaire with twelve queries was issued to the members of the procurement committee to ascertain their stance. While most members provided uniform responses but Mr. Muhammad Mushtaq, Technical Member (GSEC, Chowk Azam), failed to submit his reply. Given the gravity of irregularities, the bill validation was denied, and the Incharge / DDO, Govt. Special Education Centre, Layyah was instructed to gather feedback from parents regarding the actual delivery of uniforms to special students. The subsequent report from the Incharge / DDO revealed a lack of record for the tendering process, uniform availability and its distribution. This, along with discrepancies in the supply order and final billed invoice, raised concerns about the transparency of procurement process. After detailed analysis, Directorate General of Special Education, Punjab Lahore while endorsing the recommendations of DEO D.G Khan, recommended that a formal inquiry be initiated to thoroughly investigate the allegations and irregularities surrounding the procurement process against **Ms. Nazia Mushtaq**, Senior Special Education Teacher (BS-17), ex-Incharge Headmistress, Govt. Special Education Centre, Layyah presently under suspension and reported to department (*on account of initiation of two disciplinary proceedings against her*), **Mr. Muhammad Aslam Sahu**, Senior Special Education Teacher (VI Field / BS-17), previously posted as Incharge Headmaster, Government Special Education Centre, Chowk Azam presently posted as Senior Special Education Teacher (VI Field / BS-17) at Government Special Education Centre, Kot Sultan, and entrusted additional charge of the post of Incharge Headmaster, Government Special Education Centre, Kot Sultan, **Mr. Muhammad Imran Khan**, Educator (BS-16), Incharge Headmaster, Govt. Institute for Slow Learner, Layyah, **Mr. Noor-ul-Ain Raza**, Junior Special Education Teacher (BS-16), Incharge Headmaster, Government Special Education Centre, Choubara, **Mr. Tausif-ur-Rehman**, Junior Special Education Teacher (BS-16), Incharge Headmaster, Government Special Centre, Fateh Pur and **Mr. Mushtaq Ilyas**, Vocational Teacher (BS-14), Government Special Education Centre, Chowk Azam.

2. **AND WHEREAS**, upon receipt of report, the undersigned being the Competent Authority, under the Punjab Employees Efficiency, Discipline and Accountability Act, 2006 ('Act'), in due consideration of the facts of the case, is of the opinion that there are sufficient grounds to proceed against **Ms. Nazia Mushtaq**, Senior Special Education Teacher (BS-17), ex-Incharge Headmistress, Govt. Special Education Centre, Layyah presently under suspension and reported to department (*on account of initiation of two disciplinary proceedings against her*) ('**accused officer No.1**'), **Mr. Muhammad Aslam Sahu**, Senior Special Education Teacher (VI Field / BS-17), previously posted as Incharge Headmaster, Government Special Education Centre, Chowk Azam presently posted as Senior Special Education Teacher (VI Field / BS-17) at Government Special Education Centre, Kot Sultan, and entrusted additional charge of the post of Incharge Headmaster, Government Special Education Centre, Kot Sultan, ('**accused officer No.2**'), **Mr. Muhammad Imran Khan**, Educator (BS-16), Incharge Headmaster, Govt. Institute for Slow Learner, Layyah ('**accused officer No.3**'), **Mr. Noor-ul-Ain Raza**, Junior Special Education Teacher (BS-16), Incharge Headmaster, Government Special Education Centre, Choubara ('**accused officer No.4**'), **Mr. Tausif-ur-Rehman**, Junior Special Education Teacher (BS-16), Incharge Headmaster, Government Special Centre, Fateh Pur ('**accused officer No.5**') and **Mr. Mushtaq Ilyas**, Vocational Teacher (BS-14), Government Special Education Centre, Chowk Azam ('**accused officer No.6**'), on the charges of inefficiency and misconduct, under section 5 read with Section 9 of the Act *ibid*. I, therefore, orders initiation of disciplinary proceedings through a regular inquiry against the accused officers under the Act *ibid* by appointing **Mr. Shahid Abbas, Principal (VI Field/BS-19), Govt. (High) Special Education Centre, Shalimar Town, Lahore** as Inquiry Officer to proceed against the accused officers in terms of Section 5 read with Section 9 of the Act *ibid*.

3. The Inquiry Officer will jointly proceed against the accused officers on the following charges of inefficiency and misconduct:

CHARGES AGAINST MS. NAZIA MUSHTAQ / ACCUSED OFFICER NO.1

- i. Ms. Nazia Mushtaq, in her capacity as the former Incharge / DDO, Govt. Special Education Centre, Layyah demonstrated a blatant disregard for official directives issued by the District Education Officer (Special Education) D.G Khan and Convener of the Probe Committee. Her failure to submit crucial financial records for audit, coupled with her absence from pivotal probe committee meetings on 03-06-2023 and 06-06-2023, shows her inefficiency. She instead of providing necessary documentation to the probe committee submitted medical slips from DHQ Layyah, which demonstrates her incompetence to manage official affairs and also her non-compliance.
- ii. The accused officer issued a vague supply order on 02.06.2023 for the procurement of 184 uniforms (134 male, 52 female). The supply order did not contain any detail of sizing parameters and the same was issued without completion of codal formalities i.e. signing of contract on

Layyah

stamp paper worth 0.25% of contract value as per Stamp Duty Act, 1899.

- iii. Ms. Nazia Mushtaq's recommendation of an inappropriate procurement committee, devoid of any member from the procuring agency, shows lack of transparency and legitimacy of the uniform procurement process. The absence of inclusion of essential stakeholders in the procurement committee compromises the fairness and credibility of the committee's oversight.
- iv. Discrepancies in procurement committee members' statements about Ms. Nazia Mushtaq's presence during the uniform delivery on 10-06-2023, coupled with her submission of medical slips indicating her unfitness to perform duty and her subsequent inability to appear before the probe committee on 03-06-2023 & 06-06-2023, shows lack of transparency in the procurement process.
- v. Procurement committee sessions, integral to procurement proceedings, held 25 kilometers away from the Centre, shows compromised procurement process. Moreover, procurement committee members provided misleading information about laboratory testing of uniforms, which as per record was not conducted. The absence of a quality testing report attached to the bill raises significant doubts about the accuracy of committee members' statements and the overall integrity of the procurement process.
- vi. Ms. Nazia Mushtaq, being a category-III officer, signed a bill for Rs. 1.700 million, surpassing her authorized limit of 1.500 million. Moreover, the deliberate inclusion of a sales tax amounting to Rs. 259,786/- in the bill by Ms. Nazia Mushtaq shows collusion with the firm's owner, contradicting the committee's stance on rates inclusive of tax.
- vii. Irregularities in the uniform bill, including discrepancies in sizes and quantities of uniforms, show an attempt to exhaust the Centre's budget through a bill for maximum expenditure as the supplies did not align with the ages of the special students.
- viii. The procurement committee endorsed a certificate lacking clarity and appearing ambiguous. The certificate fails to delineate quantity and detailed sizing for uniforms, and the circumstances surrounding Ms. Nazia Mushtaq's fitness raise serious concerns. The distribution of uniforms during summer vacations, coupled with discrepancies in the number of uniforms received by students, makes the distribution process doubtful.
- ix. Ms. Nazia Mushtaq, being Incharge of Special Education Centre Layyah, engaged in gross misconduct by unlawfully taking away all vital official record of the Centre. The missing record include Stock Registers, Fixed Asset Register, Order Book, Attendance Register, Uniform Distribution Register, Stipend Register, and other essential documents.

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CHARGES AGAINST MEMBERS OF PROCUREMENT COMMITTEE

1. **Mr. Muhammad Aslam Sahu, Senior Special Education Teacher (VI Field / BS-17), previously posted as Incharge Headmaster, Government Special Education Centre, Chowk Azam presently posted as Senior Special Education Teacher (VI Field / BS-17) at Government Special Education Centre, Kot Sultan, and entrusted additional charge of the post of Incharge Headmaster, Government Special Education Centre, Kot Sultan / Accused officer No.2**
2. **Mr. Muhammad Imran Khan, Educator (BS-16), Incharge, Govt. Institute for Slow Learners, Layyah / Accused officer No.3**
3. **Mr. Noor-ul-Ain Raza, Junior Special Education Teacher (BS-16), Incharge, Government Special Education Centre, Choubara / Accused officer No.4**
4. **Mr. Tausif-ur-Rehman, Incharge / Junior Special Education Teacher (BS-16), Incharge, Government Special Centre, Fateh Pur / Accused officer No.5**

- i. Being member of the Procurement Committee, you have committed grave misconduct, characterized by gross negligence which deprived the special students from the provision of uniform coupled with exposing the public exchequer towards potential fraudulent risk of Rs. 1.700 million. You being member of Procurement Committee failed to act in a befitting manner as the documents for the procurement of uniforms were drafted retrospectively to manage the lacunas. You also provided misleading information about laboratory testing, and supported an ambiguous certificate of uniform receiving that lacked clarity and necessary information about sizing & quantity.
- ii. You also failed to ensure conformity with standard procurement procedures, and colluded with Ms. Nazia Mushtaq / accused officer No.1 in incorporating a sales tax amount of Rs. 259,786/- in the bill negating the committee's stance on rates inclusive of tax. These actions collectively cast doubt on the legitimacy and integrity of the entire procurement process.

CHARGES AGAINST TECHNICAL MEMBER OF PROCUREMENT COMMITTEE

1. **MR. MUSHTAQ ILYAS, VOCATIONAL TEACHER, GOVERNMENT SPECIAL EDUCATION CENTRE, CHOWK AZAM**

- i. Being technical member of the Procurement Committee, you have committed grave misconduct which deprived the special students from the provision of uniform coupled with exposing the public exchequer towards potential fraudulent risk of Rs. 1.700 million. You

being technical member of Procurement Committee, overlooked the procurement process, failing to report discrepancies and anomalies therein to higher management. Your inaction has resulted in the denial of uniforms to special students, while the firm claims payment for a procurement process that lacks transparency and efficiency.

4. The accused officers are directed to submit their written defence to the Inquiry Officer, within **07 days** of the receipt of this order. If they fail to submit their written defence within the prescribed period, they shall be presumed that either they have no defence to offer or they have declined to offer the same and they have accepted the charges.

5. **Deputy District Education Officer (Spl. Edu.), D.G Khan** is appointed as Departmental Representative in terms of Section 9(1)(c) read with Section 12 of the Act *ibid*.

6. In case, the accused officers desire to consult any record on which the aforesaid charges are based or is relevant to the aforesaid charges, they may do so with prior arrangement with the Departmental Representative within **03 days** of the receipt of this Order.

7. The Inquiry Officer will submit report and recommendations to the undersigned within sixty days (**60 days**) of the initiation of inquiry in terms of Section 10(6) of the Act *ibid*.



(SAIMA SAEED)
SECRETARY to

GOVERNMENT OF THE PUNJAB
SPECIAL EDUCATION DEPARTMENT /
COMPETENT AUTHORITY

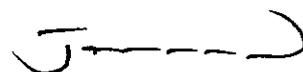
Dated Lahore the
August 13th / 2024

NO. & DATE EVEN

A copy is forwarded to: -

1. The Director General, Special Education Punjab, Lahore.
2. The District Education Officer (Special Education), D.G Khan.
3. **Mr. Shahid Abbas**, Principal (VI Field/BS-19), Govt. (High) Special Education Centre, Shalimar Town, Lahore / **Inquiry Officer**.
4. **Deputy District Education Officer (Spl. Edu.), D.G Khan / Departmental Representative** is directed to ensure delivery of this order to the accused officers through all possible means, provide complete relevant record to the Inquiry Officer and to the accused officers, *if so requested by them*, and assist the Inquiry Officer on each and every date of hearing proceedings.

5. **Accused Officer No. 1** / Ms. Nazia Mushtaq, DDO / Ex-Incharge Headmistress, Govt. Special Education Centre, Layyah presently under suspension and reported to department.
6. **Accused Officer No. 2** / Mr. Muhammad Aslam Sahu, SSET (VI Field / BS-17) Incharge, Government Special Education Centre, Kot Sultan.
7. **Accused Officer No. 3** / Mr. Muhammad Imran Khan, Incharge Headmaster / Educator (BS-16), Govt. Institute for Slow Learners, Layyah.
8. **Accused Officer No. 4** / Mr. Noor-ul-Ain Raza, Incharge Headmaster / JSET (BS-16), Government Special Education Centre, Choubara.
9. **Accused Officer No. 5** / Mr. Tausif-ur-Rehman, Incharge Headmaster / JSET (BS-16), Government Special Centre, Fateh Pur.
10. **Accused Officer No. 6** / Mr. Mushtaq Ilyas, Vocational Teacher (BS-14), Government Special Education Centre, Chowk Azam.
11. PS to Secretary Special Education Department.



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