



No. SO(Estt) 36-266/2019  
**GOVERNMENT OF THE PUNJAB**  
**SPECIAL EDUCATION DEPARTMENT**  
31-Sher Shah Block New Garden Town, Lahore  
Dated Lahore, the 09<sup>th</sup> September, 2024

To

1. **Hafiz Muhammad Saleem Zia,**  
Headmaster (BS-18),  
Government Special Education Centre Shahkot, District Nankana.
2. **Ms. Maria Islam,** (BS-18) District Education Officer (Spl. Edu.), Lahore.
3. **Mr. Amjad Ali,**  
Naib Qasid,  
Government Special Education Centre Shahkot, District Nankana.
4. **Ms. Shamshad Amjad,**  
Aaya,  
Government Special Education Centre Shahkot, District Nankana

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 joint disciplinary proceedings were initiated against you under 5 read with Section 9 of the Punjab Employees, Efficiency, Discipline and Accountability Act, 2006 ('Act') vide order dated 16.01.2024 on the following charges of inefficiency and misconduct by appointing **Mr. Ghulam Murtaza**, Director (Admn) (BS-19), Directorate General of Special Education, Punjab, Lahore as Inquiry Officer:

**CHARGES AGAINST HAFIZ MUHAMMAD SALEEM ZIA**

1. The accused officer unlawfully allowed / permitted Naib Qasid, Mr. Amjad Ali and Aaya, Ms. Shamshad Amjad to reside within the premises of the Govt. Special Education Centre, Shahkot alongwith their family and to use Govt. resources / utilities thus causing loss to Govt. exchequer. These illegal acts of the accused officer tantamounts to inefficiency and gross misconduct.
2. The accused officer by allowing accused official No.1 and 2 to reside alongwith their family within the premises of the Centre jeopardized the safety and security of the special students studying the Centre, hence committed misconduct.
3. The presence and residence of family of the official staff within the premises of the Centre is detrimental to the special

students studying in the Centre and may lead to untoward situation.

4. The performance of the accused officer remained subpar because he did not carry out his responsibilities in a suitable manner, *in accordance with applicable standards*, and failed to discharge his official duties. If the stance of the accused officer tendered by him before Director General that he did not allow any official staff to reside within the premises of the Centre is taken as his statement, the same also tantamounts to inefficiency as he failed to monitor and to report to the higher authorities that official staff of the Centre is residing within the premises of the Centre alongwith their family and are using Govt. resources / utilities which is causing loss to Govt. exchequer.

#### **CHARGE AGAINST MS. MARIA ISLAM**

The accused officer remained inefficient in discharging her official duties, *as assigned to her*, in befitting manner. Her monitoring remained very poor and she did not report the matter of residence of official staff alongwith their families within the premises of Govt. Special Education Centre, Shahkot and use of Govt. resources / utilities by them promptly to higher authorities. This is attributable to her failure to fulfill her responsibilities in a manner consistent with established standards. The poor administration / supervision / monitoring shown by the accused officer also reflects her sheer negligence and inefficiency.

#### **CHARGE AGAINST MR. AMJAD ALI**

The accused official No. 1 was illegally / unlawfully residing within premises of the Centre with his family and using / utilizing the Govt. resources unauthorizedly causing loss to Govt. exchequer.

#### **CHARGE AGAINST MS. SHAMSHAD AMJAD**

The accused official No. 2 was illegally / unlawfully residing within premises of the Centre with her family and using / utilizing the Govt. resources unauthorizedly causing loss to Govt. exchequer.

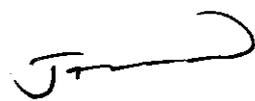
2. **AND WHEREAS**, the Inquiry Officer after conducting inquiry into the above-mentioned charges, has submitted inquiry report to this department (**copy of Inquiry Report has already been sent to you**).

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 **Additional 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 **Additional Secretary, Special Education Department / Hearing Officer** on **18.09.2024 at 01:30 P.M.** in her 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  
ADDITIONAL SECRETARY  
SPECIAL EDUCATION DEPARTMENT/  
HEARING OFFICER**

**C.C:**

1. **PS to Additional Secretary, Special Education Department.**
2. **Deputy Director (Monitoring)**, Directorate General of Special Education, Punjab, Lahore / **Departmental Representative** to ensure the delivery of this notice to the accused officers / officials and also to appear before Additional Secretary, Special Education Department / Hearing Officer on the date fixed for personal hearing alongwith relevant record.
3. PS to Secretary Special Education Department.

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