



ORDER OF INQUIRY

Leima Saad

No. SO(ESTT.)40-128/2015: WHEREAS, Deputy Director (Admin), Directorate General of Special Education, Punjab, Lahore, through a letter dated 16.08.2024, forwarded a probe report conducted by Ms. Nazia Jabeen, Headmistress of the Government Special Education Centre for MCC Faisalabad, regarding a complaint filed by Ms. Ghosia Samin, Incharge Headmistress, against **Mr. Ahmed Nawaz Anjum**, Junior Special Education Teacher (HI Field/BS-16), Government Special Education Centre, Lyallpur Town, Faisalabad (hereinafter referred to as "**the accused officer**"). According to the report, the accused officer in his capacity as Incharge Headmaster/DDO of the Centre from 18.10.2024 to 29.02.2024, issued two guarantee cheques amounting to Rs. 213,431 and entered into an agreement with Mr. Khalid Majeed, the former building owner, without prior authorization or notification to his supervising officer. Moreover, the accused officer failed to inform the incoming Incharge Headmistress, Ms. Ghosia Samin, about the financial arrangements, falsely stating that all financial matters regarding the former building had been resolved. The report further highlights that accused officer's concealment of facts indicates malicious intent, particularly regarding the non-perusal of guarantee cheques at the time of payment to the relevant parties (FESCO and Mr. Khalid Majeed). The negligence on the part of both **Mr. Ahmed Nawaz Anjum**, Junior Special Education Teacher (HI Field/BS-16), Government Special Education Centre, Lyallpur Town, Faisalabad and **Mr. Awais Mushtaq**, Junior Clerk at the Centre (hereinafter referred to as "**the accused official**"), allowed Mr. Khalid Majeed to deposit the guarantee cheques into his personal bank account, despite having already received payment through a vendor cheque from the State Bank of Pakistan. The report concludes that this misconduct occurred during accused officer's tenure as DDO and implicates both him and accused official in the mismanagement of government funds. The negligence and possible collusion of accused official in facilitating this embezzlement are also noted. In light of these findings, the report recommends that disciplinary proceedings be initiated against accused officer and official under the provisions of the Punjab Employees Efficiency, Discipline and Accountability (PEEDA) Act, 2006.

2. **AND WHEREAS**, 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 **accused officer and official**, on the following charges of inefficiency and misconduct, under Section 5 read with Section 9 of the Act *ibid*. I, therefore, order initiation of joint disciplinary proceedings through a regular inquiry against the accused officer and official under the Act *ibid* by appointing **Mr. Shahbaz Ali, District Education Officer (Spl. Edu.), Sahiwal** as Inquiry Officer to jointly proceed against the accused officer and official in terms of Section 5 read with Section 9 of the Act *ibid*.

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

CHARGES AGAINST MR. AHMAD NAWAZ ANJUM / ACCUSED OFFICER

1. Mr. Ahmad Nawaz Anjum, while serving as Incharge Headmaster/DDO at Govt. Special Education Centre, Lyallpur Town, Faisalabad, during the relocation of the school on 19.02.2024, issued two guarantee cheques amounting to Rs. 213,431/- without obtaining prior approval from his controlling officer and signed an agreement with the ex-building owner, Mr. Khalid Majeed without proper authorization or intimation to the relevant authorities. Mr. Ahmad Nawaz Anjum concealed critical financial information at the time of relinquishing his charge as Incharge Headmaster. He neither informed the incoming Incharge Headmistress, Ms. Ghosia Samin, Junior Special Education Teacher (BS-16 / MC Field) nor disclosed the pending guarantee cheques issued by him and misrepresented the financial status of the school by falsely stating that all financial matters related to the former building had been cleared.
2. Mr. Ahmed Nawaz Anjum displayed gross negligence in failing to peruse and retrieve the guarantee cheques from ex-building owner Mr. Khalid Majeed at the time of payment to the relevant parties (*FESCO and Khalid Majeed*). This failure provided the ex-building owner, Mr. Khalid Majeed, the opportunity to transfer the guarantee cheques to his personal account, despite having already received his due payments through a State Bank of Pakistan cheque (*vendor cheque*). This act has caused significant financial harm to the Govt. exchequer.
3. Due to Mr. Ahmad Nawaz Anjum's inefficiency and negligence, the guarantee cheques issued were not retrieved or cancelled in a timely manner. As a result, the institution suffered a financial loss of Rs. 213,431, which was allocated for the stipends of special children at Govt. Special Education Centre, Lyallpur Town, Faisalabad.

CHARGE AGAINST MR. AWAIS MUSHTAQ / ACCUSED OFFICIAL

Mr. Awais Mushtaq, Junior Clerk, posted at Government Special Education Centre, Lyallpur Town, Faisalabad facilitated Mr. Ahmed Nawaz Anjum and Mr. Khalid Majeed, in financial irregularities, directly contributing to the mismanagement of funds. Mr. Awais Mushtaq engaged in misconduct by concealing critical financial information from Incharge Headmistress, Ms. Ghosia Samin, Junior Special Education Teacher (BS-16 / MC Field) and misrepresented the financial status of the school by falsely stating that all financial matters related to the former building had been cleared. His failure to report unauthorized transactions and his deliberate withholding of relevant financial details violated his professional duty and contributed to the mismanagement of institutions resources.

4. The accused officer / official 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, it shall be presumed that either they have

Khalid Majeed

no defence to offer or they have declined to offer the same and they have accepted the charges.

5. **Mr. Muhammad Ghaffar**, Superintendent (BS-17), Govt. (Primary) National Special Education Complex (Dev), Okara 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 officer / official desires to consult any record on which the aforesaid charge(s) are based or is relevant to the aforesaid charge(s), 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 Saheed

(SAIMA SAEED)

SECRETARY to

GOVERNMENT OF THE PUNJAB
SPECIAL EDUCATION DEPARTMENT /
COMPETENT AUTHORITY

Dated Lahore the
November 11/11 /2024

NO. & DATE EVEN

A copy is forwarded to: -

1. The Director General, Special Education Punjab, Lahore.
2. The District Education Officer (Special Education), Faisalabad.
3. **Mr. Shahbaz Ali**, District Education Officer (Spl. Edu.), Sahiwal / Inquiry Officer.
4. **Mr. Muhammad Ghaffar**, Superintendent (BS-17), Govt. (Primary) National Special Education Complex (Dev), Okara / Departmental Representative is directed to ensure delivery of this order to the accused officer and official through all possible means, provide complete relevant record to the Inquiry Officer and to the accused officer/official, *if so requested by them*, and assist the Inquiry Officer on each and every date of hearing proceedings.
5. **Headmistress**, Govt. Special Education Centre Lyallpur Town, Faisalabad.
6. **Accused Officer / Mr. Ahmed Nawaz Anjum**, Junior Special Education Teacher (HI Field/BS-16), Government Special Education Centre, Lyallpur Town, Faisalabad.
7. **Accused Official / Mr. Awais Mushtaq** (Junior Clerk), Government Special Education Centre, Lyallpur Town, Faisalabad.
8. PS to Secretary Special Education Department.

A. 11/11/24

SECTION OFFICER (ESTT.-I)
SPECIAL EDUCATION DEPARTMENT