

MOST IMPORTANT
TIME LIMIT



NO. SO(ESTT)3-4/2005
GOVERNMENT OF THE PUNJAB
SPECIAL EDUCATION DEPARTMENT
31-Sher Shah Block New Garden Town, Lahore

042-99231573

Dated Lahore, the 26th December, 2024

To

1. All the District Education Officers (Special Education)
2. All the Officers (BS-16 & Above) Special Education Department, Punjab.

Subject: **SCHEDULE FOR E-TRANSFER IN SPECIAL EDUCATION DEPARTMENT FOR THE WINTER SESSION 2024.**

I am directed to refer to subject noted above and to inform you that the Secretary Special Education / Competent Authority has been pleased to approve the following schedule for opening of **E-Transfer Portal** for receipt & verification of transfer applications against the vacant posts:

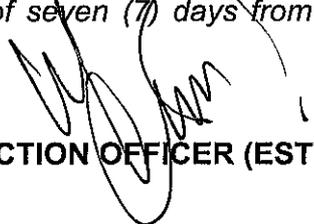
Sr. No	Description	Officers(only Teaching/ Allied Professionals) BS-16 & Above will apply from	Verification by the DEO will be made from	Generation of e-Transfer Orders
1.	Transfer against vacant posts	30 th December 2024 to 5 th January 2025.	6 th January 2025 to 10 th January 2025.	Final orders will be issued upon completion of all codal formalities for processing of applications, approval of the Competent Authority.

2. Transfer applications will be entertained only against the vacant posts of Teaching Cadre and Allied Professionals duly reflected on the e-portal till 29th December, 2024.

3. All DEOs (Special Education) are directed to **ensure wider circulation of this schedule** for information of intended applicants / teachers / allied professionals, positively.

Note: -

- *Manual applications for transfer shall not be entertained, in terms of Transfer Policy 2022.*
- *Any application with incomplete/ irrelevant documents would be liable to be rejected.*
- *Any application involving misrepresentation or concealment of information shall be liable to be rejected.*
- *Transfer orders of successful applicants qualified on merit will not be cancelled without provision of a valid / cogent reason.*
- *Appeals against final orders pertaining to e-transfers may be lodged before the Grievance Redressal Committee within a period of seven (7) days from the date of receipt of such final orders.*


SECTION OFFICER (ESTT-I)

CC:

1. The Statistical Officer, Directorate General of Special Education.
2. All the Focal Persons of HRMIS in the Punjab.