

**PENALTY ORDER**

No. SO(Estt)10-726/16. WHEREAS, disciplinary proceedings were initiated against Ms. **Madeeha Shah Nawaz**, Senior Special Education Officer (H.I Field / BS-17), previously posted at Government Secondary Special Education School for HI, Kasur ("**accused officer**") vide Show Cause Notice 30.10.2024. On account to her willful and unauthorized absence from duty and the availability of sufficient documentary evidence, the requirement of a regular inquiry was dispensed with. The Show Cause Notice was issued under Section 7(b) read with Section 5(1)(a) of the Punjab Employees Efficiency, Discipline and Accountability Act, 2006 (the "**Act**"), on the following charge of misconduct:

"You have been found willfully absent from your duty w.e.f. 15.08.2024 to date without any intimation or prior permission / approval of leave by the Competent Authority."

2. **AND WHEREAS**, the accused officer was required to submit a written reply within seven (07) days; however, she failed to do so. Thereafter, to conclude the proceedings, she was afforded opportunities of personal hearing under Section 7(d) of the Act on 05.12.2024, 19.12.2024, 10.01.2025, and 13.01.2026. Despite due service of notices at her residential address, endorsement to the District Education Officer (Special Education) and the concerned Headmaster, and communication through her official email, she deliberately failed to appear. Thus, all legal and procedural requirements were duly fulfilled, and repeated adequate opportunities were provided, which she wilfully did not avail.
3. **AND WHEREAS**, on examination of the record, it is evident that no reply to the Show Cause Notice dated 30.10.2024 was submitted. Clause 5 of the notice expressly provided that failure to respond would be treated as admission of the charge; accordingly, the non-submission of reply amounts to a deemed admission. No mitigating or extenuating circumstances have been placed on record. Unauthorized absence from duty constitutes misconduct under Section 2(n)(vii) of the Act. The accused officer has remained absent without sanction for a continuous period exceeding one year, conclusively establishing the charge. In terms of Section 7(f) of the Act, where absence from duty for more than one year is proved, the penalty of compulsory retirement, removal, or dismissal from service is mandatory.
4. **NOW, THEREFORE**, I, **Shoaib Iqbal Syed**, Secretary Special Education / Competent Authority, having carefully examined the entire record and proceedings, am

satisfied that the charge of misconduct stands fully proved against the accused officer due to her willful and continuous unauthorized absence from duty w.e.f. 15.08.2024. In view of the gravity of the established charge, and in exercise of the powers conferred under the Punjab Employees Efficiency, Discipline and Accountability Act, 2006, I hereby impose upon the accused officer the major penalty of **Removal from Service** under Section 4(1)(b)(v) of the Act.

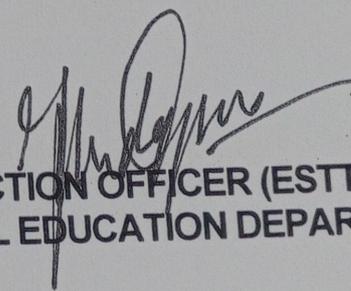
Dated Lahore the
January 20th, 2026

(SHOAIB IQBAL SYED)
SECRETARY
GOVERNMENT OF THE PUNJAB
SPECIAL EDUCATION DEPARTMENT /
COMPETENT AUTHORITY

No. & Date Even.

A copy is forwarded for information and necessary action to the:

1. Accountant General, Punjab, Lahore.
2. Director General, Special Education, Punjab, Lahore.
3. Statistical Officer, Directorate General of Special Education, Punjab, Lahore.
4. District Education Officer (Special Education), Lahore to ensure delivery of this order to the accused officer on her official and residential address under intimation to this department.
5. Headmaster / Headmistress, Government Secondary Special Education School for HI, Kasur to ensure delivery of this order to the accused officer on her official and residential address under intimation to this department.
6. Accused officer concerned / **Ms. Madeeha Shah Nawaz**, Senior Special Education Teacher (H.I Field / BS-17), Govt. Secondary Special Education School for HI, Kasur. Resident of House No. 159-B, Street No.4, Railway Officer Colony, Walton Cantt Station, Lahore. Mob No. 0304-6090320 Email Address: madeehashahnawaz@gmail.com
7. P.S. to Secretary Special Education Department.
8. Office File.


SECTION OFFICER (ESTT.-I)
SPECIAL EDUCATION DEPARTMENT