

REGISTERED



No. SO(Estt)10-318/2010
GOVERNMENT OF THE PUNJAB
SPECIAL EDUCATION DEPARTMENT
31-Sher Shah Block New Garden Town, Lahore

Dated Lahore, the July 17th / 2023

To

Ms. Samra Javaid,
Headmistress (MC Field/BS-18),
Govt. Special Education Centre,
Hafizabad.

Subject: **PERSONAL HEARING NOTICE UNDER SECTION 7(d) OF THE PUNJAB EMPLOYEES, EFFICIENCY, DISCIPLINE AND ACCOUNTABILITY ACT, 2006**

I am directed to refer to the subject cited above and to state that disciplinary proceedings were initiated against you by the Secretary Special Education being Competent Authority under Section 7(b) read with Section 5(1)(a) of the Punjab Employees Efficiency, Discipline and Accountability Act, 2006 ('Act') vide Show Cause Notice dated 13.06.2023 on the following charges and it was decided to dispense with the inquiry in terms of Section 5(1)(a) of the Act *ibid*;

- i. *Your performance as Headmistress, Govt. Special Education Centre, Hafizabad is found to be unsatisfactory and you remained inefficient and negligent towards performance of your official duties and in handling administrative affairs of the centre as you were found absent from your duty on 08.05.2023, 13.05.2023 & 15.05.2023 without prior permission / approval of leave by the Competent Authority.*
- ii. *Due to your inefficiency, negligent behavior and weak administrative control, on the days of visit, cleanliness condition of the school was found pathetic. During school hours students were wandering in corridors and the sanitary operates of washrooms were in deteriorating condition. By dint of these acts, it demonstrates that your conduct towards performance of your duty remained highly prejudicial to good service discipline, unbecoming of an officer and tantamount to inefficiency and gross misconduct.*

2. I am further directed to state that Show Cause Notice dated 13.06.2023 was served upon you in terms of Section 7(b) read with Section 5(1)(a) of the Act *ibid*, and you were directed to submit your written reply within 07 days. Your reply to Show Cause Notice has been received and examining by the Competent Authority the same has been found unsatisfactory. Hence, you are liable to be imposed one or more penalties in terms of Section 4 of the Act *ibid*.

3. In view of above, I am further directed to inform you that in exercise of powers conferred under Section 7 of the Act *ibid*, Secretary Special Education / Competent Authority has decided to afford you an opportunity of personal hearing and has appointed Additional Secretary, Special Education Department as Hearing Officer under Section 7(d) of the Act *ibid* for said purpose. Therefore, you are directed to appear before the Additional Secretary, Special Education Department / Hearing Officer on

26-7-23

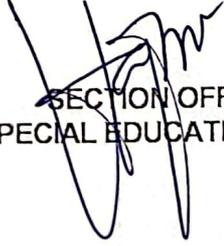
at 2:30 PM

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 *ex-parte*.

ISSUED BY THE ORDER OF
SECRETARY to
GOVT. OF THE PUNJAB
SPECIAL EDUCATION DEPARTMENT

CC.:

1. The District Education Officer (Special Education), Gujranwala to ensure delivery of this notice to the accused.
2. PS to Secretary, Special Education Department.
3. PS to Additional Secretary, Special Education Department.


SECTION OFFICER (ESTT.)
SPECIAL EDUCATION DEPARTMENT