



No.SORI(S&GAD)1-37/2014
GOVERNMENT OF THE PUNJAB
SERVICES & GENERAL ADMINISTRATION
DEPARTMENT (REGULATIONS WING)

Dated Lahore, the 10th September, 2014

To

1. The Senior Member, Board of Revenue, Punjab.
2. The Chairman, Planning & Development Board, Lahore.
3. The Principal Secretary to Governor of the Punjab.
4. The Principal Secretary to Chief Minister Punjab.
5. All the Administrative Secretaries in the Punjab.
6. The Provincial Police Officer, Punjab.
7. The Chairman TEVTA Punjab, Lahore.
8. All Commissioners in the Punjab.
9. All Heads of Attached Departments in the Punjab.
10. All District Coordination Officers in the Punjab.
11. The Secretary Provincial Assembly, Punjab.
12. All Heads of Autonomous Bodies in the Punjab.
13. The Secretary, Punjab Public Service Commission, Lahore.
14. The Secretary, Provincial Ombudsman, Punjab, Lahore.
15. The Registrar, Lahore High Court, Lahore.
16. The Registrar, Punjab Service Tribunal, Lahore.
17. The Secretary, Chief Minister's Inspection Team, Punjab, Lahore.
18. The Accountant General, Punjab, Lahore.
19. All District Accounts Officers in the Punjab.

SUBJECT: IMPROVEMENT OF QUALITY DISPOSAL OF DISCIPLINARY CASES

I am directed to refer to the subject noted above and to state that on a summary, the Chief Minister, Punjab observed that the provisions of Punjab Employees Efficiency, Discipline and Accountability Act, 2006 are not being followed properly. Hence, in number of cases the orders passed against delinquent officers / officials, by the departments in the disciplinary cases are modified by the Punjab Service Tribunal in appeals.

2. The issue was further examined and it has generally been observed that:-
- (a) The Competent Authorities instead of holding regular enquiries as provided in Section 9 of PEEDA Act, 2006, impose the penalties upon the accused after issuing show cause notice which are subsequently set aside/modified either by the appellate authority or by the PST / Supreme Court of Pakistan.
 - (b) Enquiry officers do not make specific recommendations to the competent authority as provided in law. They merely rely upon the pleas/defence statement of the accused instead of proper examination of the case with their independent mind.
 - (c) In most of the cases, the Punjab Service Tribunal observes that the enquiry officer or the enquiry committee recommended minor penalty to the accused whereas Competent Authority awarded major penalties

without assigning any reason to disagree with the recommendations of the enquiry officer/enquiry committee.

- (d) While disagreeing with the recommendations of the enquiry officer or the committee, the competent authority did not mention in the show cause notices the penalties to be imposed upon the accused. Resultantly, the PST either modified the penalties or set aside the penalties.
- (e) The competent authorities impose the penalties upon the accused which are not commensurate with the quantum of guilt e.g., in case of absence from duty for more than one year, minor penalty of withholding of one or more increments is imposed and on the other hand in case of absence from duty for one or two months, major penalty of dismissal or removal from service is imposed.

3. It has been decided that following directions may be complied with in letter and spirit:-

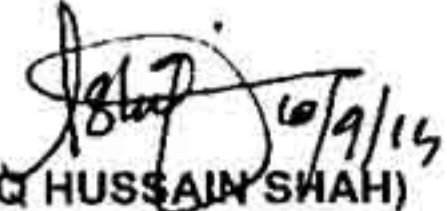
- (i) Provisions of the Punjab Employees Efficiency, Discipline and Accountability Act, 2006 may be followed strictly by the Competent Authorities / Inquiry officers.
- (ii) Self speaking orders may be issued with reasons to differ with the recommendations of the Enquiry Officer and detail grounds of awarding penalty by the Competent Authorities after fulfilling the necessary formalities and following the provisions of Punjab Employees Efficiency, Discipline and Accountability Act, 2006.
- (iii) Technical Officers who are well conversant with the works of the Technical Departments should defend the cases in the Punjab Service Tribunal / Supreme Court of Pakistan instead of leaving them to law officers who have no technical background.
- (iv) The Administrative Departments may take steps for capacity building of the officers at senior level in administrative matters either at MPDD or in their own training institutes. Training module may be arranged in consultation with the MPDD and it may be ensured that practical exercises are carried out by the officers during training after lectures.

SHAHNAZ NAWAZ
Secretary (Regulations), S&GAD

No. AND DATE EVEN:

A copy is forwarded for information and necessary action to:

1. PS to Chief Secretary / Addl. Chief Secretary / Secretary (Services / I&C / Regulations / Archives), S&GAD.
2. All Addl. Secretaries, Deputy Secretaries and Section Officers in S&GAD.


(SYED ASHIQ HUSSAIN SHAH)
Deputy Secretary (Regulations), S&GAD