



No. SO(SE-III) 2-29/2010(P)
GOVERNMENT OF THE PUNJAB
SCHOOL EDUCATION DEPARTMENT
Dated Lahore the, 16th December, 2015

To

1. All the Divisional Commissioners, in Punjab
2. All the District Coordination Officers, in Punjab
3. All the Executive District Officers(Edu), in Punjab

SUBJECT: TRANSITIONAL ARRANGEMENTS UNDER PUNJAB LOCAL GOVERNMENT ACT, 2013

The Secretary, Local Government & Community Development Department during the meeting dated 04.12.2015 has reviewed the status of the Transition under the Punjab Local Government Act, 2013 and advised that the School Education Department would share the approved **Deployment Plan and Organogram** with the Divisional Commissioners in the wake of repeal of the Punjab Local Government Ordinance, 2001.

2. The Chief Minister Punjab has approved the **Organogram and Deployment Plan** for establishment of following offices along with re-adjustment of existing employees through summary subject to the condition that the Punjab Local Government Ordinance, 2001 is repealed and new Local Governments under PLGA, 2013 are established:

- i. 9 Divisional Directorates (SE)
- ii. 9 Divisional Directorates (EE)
- iii. 36 District Education Authorities
- iv. 36 District Education Officers (SE)
- v. 36 District Education Officers (EE-M)
- vi. 36 District Education Officers (EE-W)

3. The Provisional Transition Team headed by the Additional Chief Secretary has also approved the Organogram and Deployment Plan under PLGA, 2013.

4. Approved Organogram (**Annex-A**) and Deployment Plan (**Annex-B**) are submitted to the Divisional Transition Team headed by the Commissioner for further necessary arrangements under Punjab Local Government Act, 2013.



16/12/2015

SECTION OFFICER (SE-III)

No. & Date Even

A copy is forwarded for information and necessary action to:

1. Secretary, LG&CD Department, Punjab, Lahore.
2. Secretary, Finance Department, Punjab, Lahore.
3. Secretary, Literacy & Non Formal Education, Punjab, Lahore.
4. Secretary, Special Education, Punjab, Lahore.
5. Programme Director, PMIU, Punjab, Lahore.
6. Deputy Secretary (B&P), with request to furnish SNE according to Deployment Plan and submit to the Finance Department for further course of action.
7. Director Public Instruction (SE), Punjab, Lahore.
8. Director Public Instruction (EE), Punjab, Lahore.
9. Deputy Director (M), with the request to forward to all concerned through email.

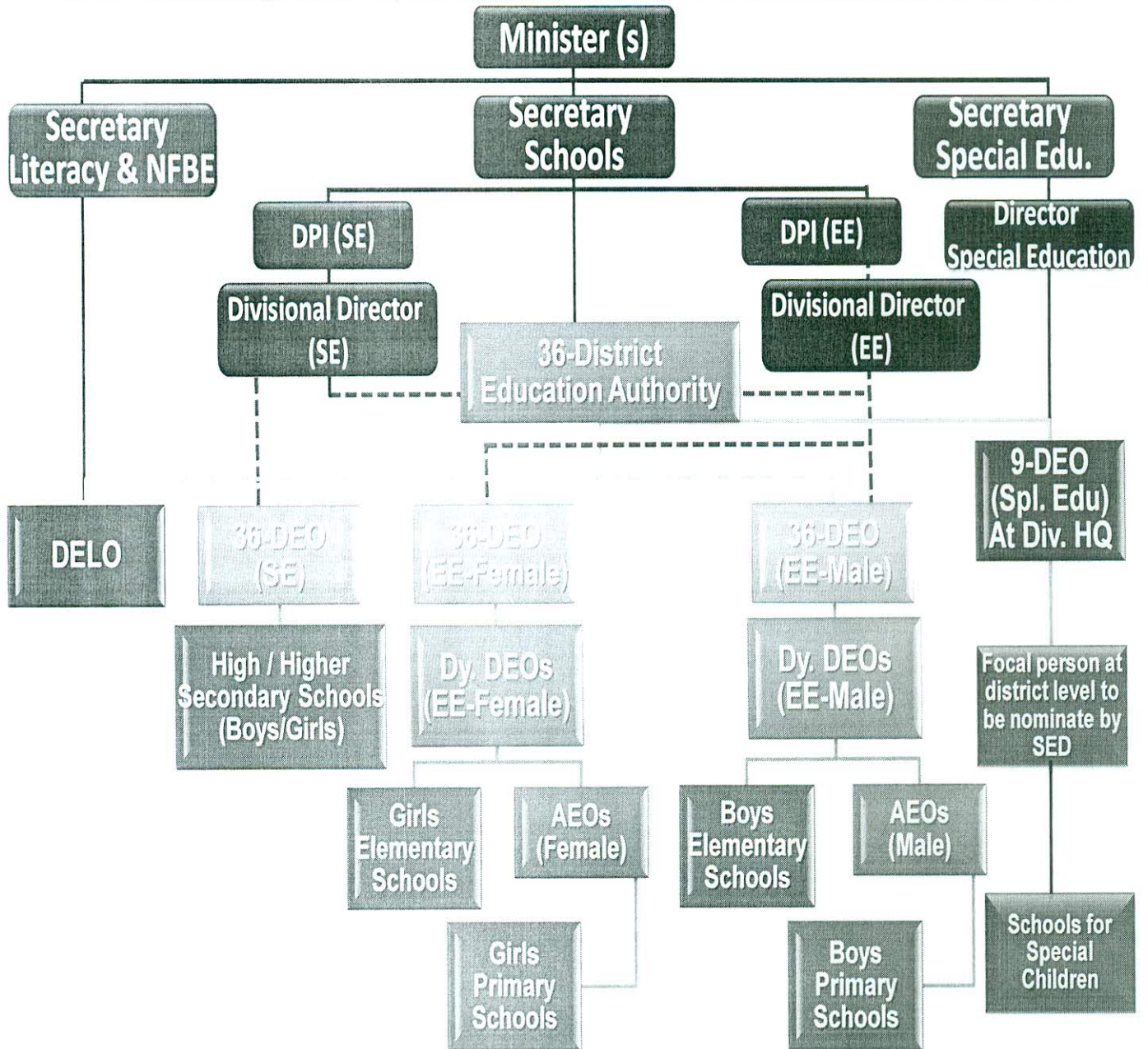

16/12/2015

SECTION OFFICER (SE-III)

CC:

1. PS to Secretary School Education
2. PS to Special Secretary Schools
3. PA to Additional Secretary(B&P)

Organogram Under PLGA 2013



District Education Authority

Branch-wise Allocation of (48+3) posts

Office / Branch	Posts
Chairman	Steno typist (1), Naib Qasid (1)
Vice Chairman	Naib Qasid (1)
Chief Executive Officer	Stenographer (1), Daftri (1), Driver (1), Naib Qasid (2)
Admn Branch	Assistant Director(1), Assistant (2), Senior Clerk (2), Junior Clerk / Computer Operator (4), Naib Qasid (3)
Diary & Dispatch	
Budget & Accounts Branch	Deputy Director(1)*, Assistant Directors(2)*, Officer Incharge (B&A) (1), Assistant (1), Junior Clerk / Computer Operator(1), Naib Qasid (1)
P&D Branch	SDO (1), Sub-Engineer (1), Draftsman (1), Superintendent (1), Assistant (1), Senior Clerk (1), Junior Clerk / Computer Operator (1), Naib Qasid (1)
General Branch	Registrar Exam. (1), Senior Clerk (1), Junior Clerk / Computer Operator (2), Class-IV (2), Chowkidar (2), Sweeper (1)
Litigation Branch	Assistant Director (1), Senior Clerk (1), Junior Clerk / Computer Operator (1), Naib Qasid (1)

**Divisional Director (Elementary Education)
Branch-wise Allocation of (21+1) Posts**

Branch	Posts
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Director Senior Scale Stenographer (1), Driver (1), Naib Qasid (1)

Admin Branch Additional Director(1), Attendance Officer (1),
Senior Scale Stenographer (1), Assistant (1), Senior
Clerk (1), Class-IV (3), Sweeper (1)

General Branch Additional Director (1), Student Welfare Officer (1),
Steno typist (1), Assistant (1), Junior Clerk / Computer
Operator(1),Class-IV(3)

Diary & Dispatch

Divisional Director (Secondary Education) Branch-wise Allocation of (30+1) Posts

Office / Branch	Posts
Director	Senior Scale Stenographer (1), Driver (1), Naib Qasid (1)
Admin Branch	Additional Director(1), Office Incharge (1), Stenographer (1), Assistant (2), Class-IV (3), Sweeper (1)
General Branch	Additional Director (1), Steno typist (1), Student Welfare Officer (1), District Scouts Officer (1), Assistant (1), Senior Clerk (1), Class-IV (3)
Diary & Dispatch	DEO(Spl. Edu) (BS-18) (1), Superintendent (1), Stenographer (1), Senior Clerk (1), Junior Clerk (1), Driver (1), Naib Qasid (1), Chowkidar (1), Sweeper (1)
Special Education	

❖ The DEO (Spl. Edu) will report to the Director, Special Education, Punjab through the respective District Education Authority & Divisional Director (Secondary Education)

District Education Officer (SE)
Branch-wise Allocation of (24+1) Posts

Office / Branch	Posts
<p>DEO(SE)</p> <p>Admn , Diary & Dispatch, Litigation Branch</p>	<p>Junior Clerk / Computer Operator (1), Driver (1), Naib Qasid (1)</p>
<p>Budget & Accounts / P&D / General Branch</p>	<p>Deputy DEO (1)*, Superintendent (1), Assistant (1), Senior Clerk (1) Junior Clerk / Computer Operator (2), Naib Qasid (2), Daffri (1), Class-IV (1)</p>
<p>Budget & Accounts / P&D / General Branch</p>	<p>Assistant (2), Senior Clerk (2), Junior Clerk / Computer Operator (2), Naib Qasid (2), Chowkidar (2), Sweeper (1)</p>

District Education Officer (EE-M) Branch-wise Allocation of (23+1) Posts

Office / Branch	Posts
DEO(EE-M)	Junior Clerk / Computer Operator (1), Driver (1), Naib Qasid (1)
Admn, Diary & Dispatch, Litigation Branch	Assistant (1), Junior Clerk / Computer Operator (4), Daftiri(1), Naib Qasid (2), Class-IV (1)
Budget & Accounts / P&D / General Branch	Superintendent (1), Assistant (2), Senior Clerk (2), Junior Clerk / Computer Operator (1), Naib Qasid (2), Chowkidar (2), Sweeper (1)

District Education Officer (EE-W) Branch-wise Allocation of (22+1) Posts

Office / Branch	Posts
DEO(EE-W)	Junior Clerk / Computer Operator (1), Driver (1), Naib Qasid (1)
Admn, Diary & Dispatch, Litigation Branch	Superintendent (1), Assistant (1), Junior Clerk / Computer Operator (3), Daftri (1), Class-IV (1), Naib Qasid (2)
Budget & Accounts / P&D / General Branch	Assistant (2), Senior Clerk (2), Junior Clerk / Computer Operator (2), Chowkidar (1), Naib Qasid (2), Sweeper (1)

Sanctioned Strength of EDOs & DEOs and Proposed Strength of DEAs, DEOs & Divisional Directors

S#	Name of Post	BPS	No. of sanctioned posts Under PLGO-2001						No. of Proposed Posts Under PLGA-2013						
			EDO (Edu)	DEO (SE)	DEO (EE-M)	DEO (EE-F)	Total unfilled	DEA	DEO (SE)	DEO (EE-M)	DEO (EE-F)	Divisional Directors DD(SE) DD(EE)	Total		
1	Chairman							0	-	36					36
2	Vice Chairman							0	-	36					36
3	Chief Executive Officer	19						0	-	36					36
4	Director	19						16							0
5	Divisional Director	20						0	-		9	9	18	18	36
6	Addl. Director	19						0	-		18	18	36	36	36
7	EDO (Edu)	19	36					36	-						0
8	DEO	19		37	37	37		111	-		36	36	36		108
9	DEO (Reg)	19		1				1	-						0

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Sanctioned Strength of EDOS & DEOS and Proposed Strength of DEAs, DEOs & Divisional Directors

S#	Name of Post	BPS	No. of sanctioned posts Under PLGO-2001					No. of Proposed Posts Under PLGA-2013				
			EDO (Edu)	DEO (SE)	DEO (EE-M)	DEO (EE-F)	Total	DEO (SE)	DEO (EE-M)	DEO (EE-F)	Divisional Directors DD(SE) DD(E)	Total
10	Dy. DEO(HQ)	18	-	17	5	9	31	-	-	50	50	
11	Dy. HM	17					19				0	
12	Assistant Directors	17	87				87	15	72		72	
13	AEO(HQ)	16	1	21	46	66	134	-	-		0	
14	Programmer	17	1				1	-			0	
15	SDO	17							36		36	
16	Sub-Engineer	11							36		36	
17	Draftsman	11							36		36	
18	Extra Assist. Director	16	3	1			4	1			0	
19	Registrar Exam	16	34				34	8	36		36	
20	Superintendants	16	44	64	36	21	165	35	36	36	144	
21	Office Incharge	16	-	35	7	35	77	34	36		45	
22	Student Welfare Officer	16	-	22	1	6	29	10	-		18	

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Sanctioned Strength of EDOS & DEOS and Proposed Strength of DEAs, DEOs & Divisional Directors

S#	Name of Post	BPS	No. of posts Under PLGO-2001										Proposed No. of Posts Under PLGB-2013				
			EDO (Edu)	DEO (SE)	DEO (EE-M)	DEO (EE-F)	Total	Unfilled	DEA	DEO (SE)	DEO (EE-M)	DEO (EE-F)	DD (SE)	DD (EE)	Total		
23	Sr. Scale Stenographer	15	26	1	1	27	6	27	6	145	108	108	108	27	18	27	
24	District Scouts Organizer	15	5	4	9	1	9	1	9	9	9	9	9	9	9	9	
25	Stenographers	14	30	14	15	7	66	39	36	145	108	108	108	27	18	54	
26	Assistants	14	223	157	68	84	532	96	96	145	108	108	108	27	18	514	
27	Attendance Officer	14	6	2	1	9	2	9	2	9	9	9	9	9	9	9	
28	Steno Typists	12	33	22	18	7	80	57	36	9	9	9	9	9	9	45	
29	supervisor	11	-	0	2	2	4	4	4	0	0	0	0	0	0	0	
30	Senior Clerk	9	158	125	102	100	485	82	82	180	108	72	72	9	9	450	

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Sanctioned Strength of EDOS & DEOS and Proposed Strength of DEAs, DEOs & Divisional Directors

S#	Name of Post	BPS	No. of posts Under PLGO-2001										Proposed No. of Posts Under PLGB-2013						
			EDO (Edu)	DEO (SE)	DEO (EE-M)	DEO (EE-F)	Total	unfilled	DEA	DEO (SE)	DEO (EE-M)	DEO (EE-F)	Divisional Directors DD (SE)	DD (EE)	Total				
31	Film Projectionists	8	2					2											0
32	Junior Clerk	7	103	353	248	249	953	82	324	180	216	216						9	945
33	Telephone Operator	5	2		1		3	1											0
34	Storekeeper	5	6				6	-											0
35	Driver	4	48	36	35	43	162	33	36	36	36	36						9	162
36	Daftri	2	71	46	14	16	147	47	36	36	36	36						9	144
37	Naib Qasid	2	214	355	229	209	1007	57	396	180	180	180						9	954
38	Security Guard	2	53	69	71	71	264	12	72	72	72	36						9	252
39	Class-IV	2	68	122	66	60	316	34	72	36	36	36						54	288
40	Sweeper	2	31	33	16	26	106	11	36	36	36	36						9	162
Total			1285	1536	1019	1048	4911	667	1693	864	864	828						198	4636

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