

BEFORE THE KHYBER PAKHTUNKHWA SERVICE TRIBUNAL PESHAWAR

SERVICE APPEAL NO: 717/2023

2. Dilshad Hussain Librarian, (BPS-18), Khushal Khan Khattak, Library, Akora Khattak, Nowshera

.....**APPELLANT**

VERSUS

2. Government of Khyber Pakhtunkhwa through Chief Secretary Khyber Pakhtunkhwa, and others

.....**RESPONDENTS**

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Muqarrab Khan
Deputy Director,

Higher Education, Archives & Libraries,
Khyber Pakhtunkhwa

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.....**RESPONDENTS**

Respectfully Sheweth,

Preliminary objections:

- 1- That the appellant has neither cause of action nor locus standi to file the instant service appeal.
- 2- That this honorable service tribunal lacks jurisdiction to entertain the instant service appeal, relating to promotion, specifically ousted from its jurisdiction under proviso 4 (b) (i) to section 4 of Khyber Pakhtunkhwa Service Tribunal Act, 1974, as explained on facts infra.
- 3- That the instant service appeal is barred by the law of limitation The Appellant has not availed the remedy of Departmental appeal available to him under the appeal Rules and therefore, he cannot maintain this appeal.
- 4- The instant service appeal is not maintainable in its present form. The appellant has concealed material facts disclosures thereof may disentitle the appellant from the relief as claimed. The appellant has filed a writ petition No. 3624/2022, fixed tentatively for hearing on 02/10/2023, inter alia for promotion to the post of Chief Librarian (BPS-18) which is also the subject matter of instant service appeal. It

is questionable whether the appellant can maintain simultaneously both the writ petition and serviced appeal under the law.

- 5- The appellant is estopped by his conduct to file the instant service appeal.
- 6- That the appeal in hand is bad for want of joinder of necessary parties like chairman Khyber Pakhtunkhwa Higher Education Regularity Authority (HERA), Registrar University of Science and technology Bannu (USTB), Chairman Higher Education Commission Islamabad (HEC). The appeal of the appellant cannot be effectively decided without their proper impleadment and their inputs on issues raised in the instant service appeal relating to them as explained on facts mentioned below.

PARAWISE COMMENTS ON BEHALF OF RESPONDANTS
NO.01 to 04 ARE SUBMITTED AS UNDER:

1. Correct to the extent that the appellant was appointed as Librarian BPS-16 in the Directorate of Archives and Libraries, Khyber Pakhtunkhwa on 01-08-1992. The post of Librarian BPS-16 was ungraded to BPS-17 vide Notification No.SO (A&L)HE/17-1/2010/VOL-IV dated: 29-03-2010 and all the Librarians BPS-16 who were in possession of Master Degree in Library Science were only upgraded to BPS-17. The appellant unlikely to his fellow colleagues was not in possession of MLISC degree, so he was not promoted to Librarian-BPS-17 in the year, 2010. The appellant obtained his master degree in Library Science fraudulently from Lakki College of Education and Research District Lakki Marwat and on the basis of this illegal degree of (MLISC) the appellant was promoted on 18th June, 2012 to Librarian BPS-17 on the conditional recommendation of Departmental Promotion Committee. (Minutes of the DPC are already annexed as Annexure-B on page 20-21 by the appellant with the memo of his appeal) On 16th November, 2015 he was personally upgraded to Librarian BPS-18 and since then he is serving in this Directorate. The rest of the particulars pertain to the personal record of the appellant hence no comments.

2. Correct to the extent that the appellant requested the private respondent No.05 Ex-Director, Archives & Libraries, Khyber Pakhtunkhwa for admission in MLISc in Lakki College of Education and Research District Lakki Marwat which was granted to him on the condition that the appellant will regularly attend to his official duties as Librarian Abbottabad Public Library District Abbottabad which amounts to practical refusal of the NOC. In due course of time the appellant obtained his master degree in Library Science under doubtful circumstances. The appellant was first promoted to Librarian BPS-17 and then upgraded to BPS-18 solely on the basis of this so called master degree. The obtaining of degree by attending regular classes in a distant District of Lakki Marwat and simultaneously attending to his official duty regularly in Abbottabad Public Library, Abbottabad at the same time was aired / posted on PCP (Pakistan Citizen Portal) and raised suspicion and doubt in the mind of the respondent No.05, He tried to verify the degree and certificate from the concerned Board /University through the Anti-Corruption Establishment ~~Department~~, Khyber Pakhtunkhwa which was duly done but not verified from HEC Islamabad, the competent forum. However, on the recommendation of respondent No.02 a fact finding inquiry was ordered by nominating a responsible officer Mr. Naveed Ullah Jan BPS-18 dated: 30-09-2022 to probe into the matter to know the legality or otherwise of the award of degree by the University of Science and Technology Bannu and Lakki College of Education and Research. It was found by the inquiry officer that the appellant unlawfully acquired his one year MLISc degree during the year 2009-10 from Lakki college of Education and Research which was not affiliated with the University of Science and Technology Bannu at that time. **(Copy of the findings of the inquiry officer are annexed as Annexure-A).**

The University of Science and Technology Bannu could not grant affiliation to Lakki College of Education and Research under the Guidelines of Higher Education Commission Islamabad because the said University was not having the faculty of Library Science

Department. **(Copy of the relevant Guidelines of HEC Islamabad is annexed as Annexure-B).** It is pertinent to mention that under Rule-3 of **HERA Functions & Regulations** made under Section 26, Section 2 thereof of the Khyber Pakhtunkhwa **Registration & Functioning of Private Educational Institutions Ordinance 2001**, Guidelines of Higher Education Commission, Islamabad have been incorporated in the binding rules and deviation thereof from by the universities and private educational Institutions prohibited (Rule-15) *ibid* and violation thereof made punishable under Section-19 of the HERA Ordinance 2001. **(Copy of Section-19 of the HERA Ordinance 2001 & Rule-3 of HERA Regulations are annexed as Annexure-C & D).** Under Rule-3 registration of a private college with HERA is mandatory under the law.

Under Rule-4 of HERA Regulations, private colleges are required to get registered with the Authority prior to affiliation with Public Sector universities in K.P of their respective jurisdiction and under Rule-8(b) the provisional registration certificate issued to the college shall be confirmed in those subjects/disciplines only in which the affiliation is granted by the respective Public Sector University and under Rule-9 institutes/colleges imparting Higher Education established in the private sector shall not start functioning as such unless and until they are first registered with Higher Education Regulatory Authority (HERA) and affiliated with the Public Sector University of their Jurisdiction. Under Rule-10 withdrawal of affiliation by the public universities under their affiliation rules will automatically result in withdrawal of Registration with Authority. Under Rule-6, public sector universities will allow affiliation only to those institutions/colleges who are registered with Authority. **(Copy of these relevant Rules & Regulations are annexed as Annexure- E).** In short the Lakki College of Education & Research was neither registered with the HERA nor affiliated with the University of Science & Technology, Bannu. Therefore, the award of degree of MLISc to appellant was illegal and void ab-initio and devoid of any legal effect. The appellant obtained the degree fraudulently in collusive relations

with the authorities of University of Science & Technology, Bannu and so called college of Education & Research, Lakki Marwat and others. The Supreme Court of Pakistan in C.M.A-6181/2020 in Constitution Petition No.134/2012 etc took punitive action against the university authorities Vice Chancellors etc for such like malpractices of illegal affiliations and fake attendance of students, owners of private colleges **(Copy of order of Supreme Court dated 02-02-2023 are annexed as Annexure-F).**

3. Correct that as a result of understanding between the appellant and the respondent No.5, the appellant was first posted as Deputy Director and after the promotion of respondent No.4 from the post of Chief Librarian to the post of Director, the appellant was posted temporarily as Chief Librarian and later on due to the incapacity of the appellant, he was transferred and posted as Librarian in Khushal Khan Khattak Public Library, Akora Khattak, Nowshera.
4. Incorrect. The appellant was neither eligible nor fit for the post of Chief Librarian BPS-18 which fell vacant due to the promotion of respondent No.04 to the Post of Director BPS-19. The Performance Evaluation Reports (PERs) of the appellant were complete till the year 2017 and from 2018 to 2021 the PERs of the appellant were missing. To process the promotion case of the appellant the appellant was repeatedly directed to submit his PERs for the year 2018, 2019 and 2020, however he delayed the submission of PERs for one reason or another. According to PERs instructions para 1.9 (iii) his PERs were sent for reporting to the respondent No. 05, however, he returned the same. At last, he reported the PERs of the appellant for the year 2018, 2019 and 2020 and the PERs for the year 2021 could not be reported by the respondent No. 04 due to the period which was less than three (03) months. The PERs of the appellant were sent vide letter dated: 02-11-2022 to the Secretary, Higher Education Department, Khyber Pakhtunkhwa for countersignature which has not yet been received from the quarter concerned. **(Copy of letter requesting for countersigning is annexed as Annexure-G)** The reporting officer Mr. Zahir Ullah Khan the respondent No. 05 has recommended that

the appellant officer was not fit for promotion. All these PERs of three years are adverse. **(Copies of these PERs are annexed as Annexure-H)**

5. The issue of PERs has been explained in the preceding paras however the issue of fraudulently obtaining of one year MLISc degree from Lakki College of Education and Research, from a non-registered entity is still the subject of inquiry. It may be reiterated that the appellant was promoted to Librarian BPS-17 and Upgraded to BPS-18 on the basis of that illegal master degree. He is not eligible to be promoted to the post of Chief Librarian BPS-18 on the basis of this invalid illegal master degree as explained in para-02 above on facts.
6. As explained in para-04 above, the PERs of the appellant have not been returned to this office duly countersigned by the ^{then} concern Secretary, H.E Department, Khyber Pakhtunkhwa. The quantification Efficiency Index (QEI) is determined on the basis of PERs and without the availability of countersigned of PERs, incomplete working papers cannot be submitted for consideration of Provincial Selection Board, (PSB) to promote the appellant.
7. The issue of PERs of the appellant has been amply explained in the preceding paras and the appellant case could not be submitted for promotion to the PSB.
8. Incorrect. As explained above the PERs of the appellant were reported by the respondent No. 05 and submitted to the ^{then} Secretary, Higher Education Khyber Pakhtunkhwa for countersignature which has not yet been returned. Moreover, the appellant cannot be promoted on the basis of illegal degree of MLISC.
9. Incorrect. As explained above.
10. Incorrect and misconceived. The appellant is neither eligible not fit for promotion to the post of Chief Librarian BPS-18. He is admittedly senior but not in possession of MLISc degree required under the rule for promotion to the post of Chief Librarian BPS-18. This honorable tribunal lakes jurisdiction to promote a civil servant which has been specifically ousted from the jurisdiction from this honorable tribunal.

This honorable tribunal can only adjudge the question of eligibility of the appellant and not fitness. Reliance is placed on 1990 SCMR 790. The same issue of promotion of the appellant is also sub-judiced before the honorable Peshawar High Court, Peshawar in Writ Petition No. 3624 which is fixed for hearing tentatively on 02/10/2023.

11. The appellant has no cause of action to file the instant service appeal in this honorable tribunal.

ON GROUNDS:


- A. Incorrect and misconceived as explained on facts above.
- B. Incorrect and misconceived. The appellant is being treated in accordance with law and rules.
- C. Incorrect and misconceived as stated above.
- D. Incorrect and misconceived. The appellant is neither eligible nor fit for promotion and that also with retrospective effect. Promotion is ordered with immediate effect according to promotion policy, 2010.
- E. Incorrect and misconceived. No civil servant has any vested right to be promoted to the higher scale. The appellant is not entitled to be promoted as Chief Librarian BPS-18.
- F. Incorrect. The issue of purchase of books is under inquiry and the blame of malice of the appellant against the respondent No. 04 is not correct.
- G. The para is not relevant to the promotion case and the appellant has resorted to mudslinging on the answering respondent No. 04 & 05.
- H. Correct to the extent that the appellant was also proposed for promotion to the post of Chief Librarian BPS-18 but due to his ineligibility and cannot be proposed for promotion as explained above.
- I. Incorrect. The issue of master degree of the appellant has been explained elaborately in para No. 02 on facts. The respondent No. 05


allowed NOC to appellant on the condition that he would attend regularly his official duties. The performance of duty at Abbottabad Public Library and attending regular classes at a distance District of Lakki Marwat simultaneously is not possible. The private College mentioned above was also not registered nor affiliated with University of Science and technology Bannu (USTB) therefore, the award of master degree to the appellant is illegal beyond any shadow of doubt. The appellant was also conditionally and illegally promoted to post of Librarian BPS-17, due to collusive relation of the appellant with the other culprits who are subjected to inquiry.

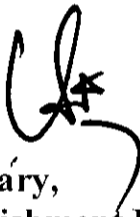
- J. Incorrect. The Ex-Director respondent No. 05 instead of establishing the legality of the degree of MLISc of the appellant, got the certificate and educational testimonials verified through Anti Corruption Establishment (ACE) which was not the correct course of action.
- K. Correct, that the appellant was also charge sheeted inter alia on the ground of non-verification of his master degree in MLISc from the Higher Education Commission (HEC) Islamabad but the same was not inquired into and the appellant was exonerated unjustifiably.
- L. That the PERs forms do provide for inserting of certain statistical data, which was not adhered to by the appellant.
- M. Incorrect and misconceived. The answering respondent No.04 doesn't bear any personal grudges against the appellant but is under obligation to perform her official duties under the law.
- N. Incorrect. The appellant cannot exempt himself from the charge of committing illegality.
- O. Incorrect. The past career of the appellant is full of stains, blemished and subjected to several inquiries and punishments. **(Copy of punishment are annexed as Annexed-I & J)**


P. That the answering respondents may also assist the court with further grounds with the permission of this honorable Tribunal.

In view of the above humble submission the instant service appeal is devoid of merits and may be dismissed in the interest of justice and fair play.


Chief Secretary,
Government of Khyber Pakhtunkhwa,
Respondent No. 1


Secretary,
Higher Education, Archives &
Libraries, Khyber Pakhtunkhwa
Respondent No. 2


Secretary,
Establishment Department,
Khyber Pakhtunkhwa
Respondent No. 3


Director,
Directorate of Archives &
Libraries, Khyber Pakhtunkhwa
Respondent No. 4

BEFORE THE KHYBER PAKHTUNKHWA SERVICE TRIBUNAL PESHAWAR**SERVICE APPEAL NO. 717/2023**

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Akora Khattak, Nowshera

.....Appellant**VERSUS**

2. Government of Khyber Pakhtunkhwa through Chief Secretary Khyber
Pakhtunkhwa, and others

.....Respondents**Affidavit**

I, Mr. Muqarrab Khan, Deputy Director Directorate of Archives & Libraries Khyber Pakhtunkhwa as per instructions of the respondents, hereby solemnly affirmed declare on oath that the contents of these parawise comments are true and correct and nothing has been concealed from this honorable service tribunal.

It is further stated on oath, that the answering respondents were neither placed ex parte, nor their defence struck off.

Muhammad Arshad Iqbal
Advocate
Oath Commissioner

26-09-2023

Deponent

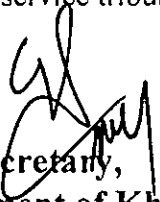
Muqarrab Khan
Muqarrab Khan
Deputy Director
Cnic No. 16101-4117211-5


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Authority Letter

Mr. Muqarrab Khan, Deputy Director (BPS-18), Directorate of Archives & Libraries, Khyber Pakhtunkhwa is hereby authorized to represent the undersigned answering respondents in the honorable service tribunal and file comments on their behalf in the service tribunal.


Chief Secretary,
Government of Khyber Pakhtunkhwa,
Respondent No. 1


Secretary,
Higher Education, Archives &
Libraries, Khyber Pakhtunkhwa
Respondent No. 2


Secretary,
Establishment/Department,
Khyber Pakhtunkhwa
Respondent No. 3


Director,
Directorate of Archives &
Libraries, Khyber Pakhtunkhwa
Respondent No. 4

A

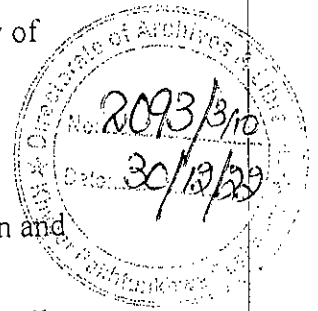
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FACT FINDING INQUIRY REPORT REGARDING MASTER DEGREE OF LIBRARY & INFORMATION SCIENCE ACQUIRED BY MR. DILSHAD HUSSAIN LIBRARIAN FROM LAKKI COLLEGE OF EDUCATION & RESEARCH (LCER), LAKKI MARWAT.

Authority: Director, Archives & Libraries Order No. 1860/3/10/DA date 30-09-2022

RECORD/DOCUMENTS TAKEN INTO CONSIDERATION FOR THE INQUIRY:

1. Correspondence of the Ex-Director Archives and Libraries with Higher Education Commission, Islamabad.
2. Correspondence of the serving Director Archives and Libraries with Higher Education Commission, Islamabad
3. Correspondence of the Ex-Director archives and Libraries with Mr. Dilshad Hussain for verification of his Master Degree of Library and Information Science.
4. Correspondence of the Inquiry officer in the formal Inquiry with HEC in the disciplinary proceedings against Mr. Dilshad Hussain Librarian.
5. Statement of Mr. Dilshad Hussain Librarian, during the fact finding inquiry.
6. Statement of Ex-Director Archives and Libraries during the fact finding inquiry.
7. Correspondence of the Inquiry Officer with Registrar, Bannu University of Science and Technology.
8. Reply of the Office of Registrar of Bannu University of Science and Technology.
9. Correspondence of the Inquiry Officer with Lucky College of Education and Research.
10. Reply of the brother of the Ex-Principle (Late) about the closure of the college and non-availability of any record.
11. Letter of attendance record collected in the formal Inquiry in the disciplinary proceedings against Mr. Dilshad Hussain Librarian.
12. Record/documents collected from the University of Peshawar about the approval of Master of Library Information Science (MLIS) Program, Scheme of Studies and Board of studies in etc. 2006.
13. Record/documents of Bannu University of Science and Technology with regards to Vice Chancellor visit, withdrawal of affiliation of MLIS program, Application for Restoration and its Rejection, Direction for registration with HERA and its application., Minutes of the first academic council meeting, Advertisement of the Bannu University of Science and Technology, Bannu.
14. Bannu University Act. 2005.
15. The Guidelines on the Establishment of a New University or an Institution of Higher Education 2002 as amended in 2006.



Muhammad Dilshad Hussain
DEPUTY DIRECTOR
Directorate of Archives & Libraries
Khyber Pakhtunkhwa Peshawar

01- **BACKGROUND.**

The Ex-Director, Archives & Libraries issued NOC to Mr. Dilshad Hussain (then Librarian BS-16 in Maulana Muhammad Ishaq Public Library, Abbottabad, presently Librarian BS-18, Khushal Khan Khattak Library, Nowshera) for pursuing Master degree in Library &

Information Science from a private institution namely Lakki College of Education & Research, Lakki Marwat (LCER) affiliated with University of Science & Technology, Bannu with conditions of regular performance of duties (Annex-F/A). The Librarian acquired the said degree which was verified by the Ex-Director from the concerned university on 14-03-2012 (Annex-F/B, whereof, he was promoted from BPS-16 to 17 on 18-06-2012. (Annex-F/C). The Librarian was further upgraded in BPS-18 on 16-11-2015 (Annex-F/D). Thereafter, a complaint was received from Pakistan Citizen Portal on 27-11-2020, that the MLIS degree acquired from LECR is not valid. Despite frequent instructions of the Ex-Director, the Librarian did not verify his degree from the Higher Education Commission (HEC). The ex-Director also sent the said degree for verification to HEC vide Letter No. 18373/178/DA dated 30-11-2022 (Annex-F/E). Further, during formal disciplinary proceedings against the said librarian, the inquiry officer took up the issue for verification with HEC vide letter No. AS(D)/LGKP/INQ/2-5/2021-22 dated, 12-05-2022 (Annex-F/F). The serving Director also made correspondence with Director General, Higher Education Commission, Peshawar vide letter No. 1628/3/10/DA dated 28-10-2022 (Annex-F/G) and the reply is still awaited. The issue is still unresolved due to defiant attitude of the librarian and no response of HEC, and thus, the instant inquiry was ordered vide Order No. No. 1860/3/10/DA dated 30-09-2022 with following TORs to the factual position of one year MLIS degree acquired from Lakki College of Education and Research.

- i. Recognition status of Lakki College of Education & Research (LCER) Lakki Marwat with Higher Education Commission for awarding Master Degree in Library & Information Science.
- ii. Authority of University of Science & Technology, Bannu for granting affiliation to LCER for conducting master degree programme in the aforementioned discipline as per rules, regulations of the Higher Education Commission.

LECR's class timings for subject course, faculty details and attendance of the Librarian.

Record pertaining to NOC, duty hours etc of the Librarian pertaining to pursuing period of his master degree in Library & Information Science.

Alternate procedure for verification of dubious degrees of such Government servants who does not obey orders for verification of their degrees from the Higher Education Commission.

02. PROCEEDINGS.

The proceedings started with serving letters to the stake holders for clarification of the issue. Detail is as under: -

- i)- Crux of the statement of Mr. Dilshad Hussain, Librarian.
- ii)- Crux of the statement of Mr. Zahir Ullah, Ex-Director.
- iii)- Crux of the statement of Mr. Muhammad Gul brother of (Late) Noor Muhammad, Ex-Principal, LCER.
- iv)- Crux of the statement Registrar, University of Science & Technology, Bannu.
- v)- Crux of the various above mentioned documents/letters and its legal implications.

The proceedings of the fact finding inquiry was conducted as per terms of reference of the office order ibid.

In response letter No.170/3/1/KPL dated 04-11-2022 with reminder vide No. 2088 Dated 08-11-2022 (Annex-F/H to submit his reply He submitted his reply vide letter No. 177 dated 25-11-2022, (Annex-F/I), wherein he stated that the degree of Master in Library and Information Science has already verified from various forums by various authorities. He further contended that the matter is pending in the august Peshawar High Court Peshawar and subjudice. The ex-director in his statement explained, that he never issued any kind of NOC for taking classes for the evening shift. (Annex-F/J),

As per details of MLIS degree, Mr. Dilshad Hussain Librarian remained regular/bonafide student of a private college namely Lucky College of Education and Research at Lakki Marwat, however the master degree was issued by Bannu University of Science and Technology. As per terms of reference, it was necessary to go through record of Bannu University of Science Technology and Lucky College of Education and Research. As per letter No. 2073/PD/APL dated 18-10-2022 (Annex-F/K), the registrar was requested to provide the requisite record. In reply all necessary record was provided (F/L).

In reply of the letter No 2518 dated 24-10-2022 the brother of the principle namely Muhammad Gui denied the availability of any record including attendance and confirmed that the ex-principle of the college namely Noor Muhammad has passed away in 2017, since then the college has stopped discharging the services and as such no record of is available of the said college. (F/M).

During the proceedings the undersigned inquired the acquisition/validity of the MLIS degree as per terms of references one by one:

TOR NO. 01:

The "Guidelines on the Establishment of a New University or an Institution of Higher Education was taken into consideration for the purpose of this fact finding inquiry which was approved by the Cabinet on 27th February, 2002 and later amendments were approved on 4th October, 2006. Under section 20 (J), of the Higher Education Commission guidelines the Registrar has the power to recommend to senate an affiliation and disaffiliation of any college. Similarly, under section 22 (b) the academic council has the power to approve an academic programme. Likewise, under section 22(e) the academic council has the power to recommend policy and procedure for affiliation of other colleges. (Annex-F/N)

Under the HEC guidelines, the powers to grant affiliation to any institution shall be available to a University, which has built in quality criteria, judged by the HEC. Therefore, it was mandatory for Bannu University of Science Technology to follow the criteria based on HEC

DEPUTY DIRECTOR
Higher Education
Peshawar

standards for the award of affiliation to a private college name lucky college of education and research. The said college even did not bother to take registration of Higher Education Regulatory Authority (HERA) in time before commencement of admission in various program including MLISc program. After direction from Bannu University of Science Technology vide letter No. UST/Acd 3(4)/ 0- 1408dated 20-01-2011. The private college made a formal request for registration to HERA. (F/O).

In view of the above it is evident that initiation of MLISc program by private college LECR was against the laid down principles, rules/regulations and standards of Higher Education Commission. Therefore, under the circumstance, the affiliation/de-affiliation by HEC is out of question.

TOR NO. 02.

The Lucky College of Education was established in the district Lakki, hence it was necessary requirement to make affiliation within jurisdiction of Bannu University of Science Technology in Bannu Division. Under Section 23(2 j) of Bannu University of Science Technology Act 2005, the Syndicate shall have the power to make recommendations to the Senate to affiliate or disaffiliate any college. In the light of the provision of the University Act of 2005 and as per available record of the Lucky College of Education and Research, the said college has not got affiliation with Bannu University of Science Technology. Moreover, no record was found of MLIS program affiliation with Bannu University of Science Technology at the time of the admission of the officer concerned during session (2009-10) (F/P: **Bannu University Act 2005 as amended**).

Under Section 25(2b) of University of Science Technology Bannu Act 2005, the valid forum for approval of any program is academic council. As per minutes of the first academic council meeting under item No. 28, the forum has granted its approval of the MLIS program on 31 January 2011. However, after 03 months of the approval, the Vice Chancellor withdrew the affiliation of the MLIS program (F/Q), due to lack of attendance, Library, Furniture, Physical Resources, etc as reflected in his visit report. (F/R) **Vice Chancellor visit report**.



It is also worth mentioning that in the same academic council meeting under agenda 05 affiliation of MLIS program to Lucky College was granted for the first time with condition the permission to start admission will not be granted before approval of competent forums i.e Syndicate and Senate etc. (F/ S **Minutes of the meeting of the academic council of Bannu University of Science and Technology**).

In 2016 a general Notification was issued by the office of registrar of University for all affiliated colleges as per decision of the academic council meeting held on 12-02-2016 that the affiliations of those colleges has been withdrawn in those subjects/disciplines which are not

Directorate of Archives & Libraries
Khyber Pakhtunkhwa Province

offered by the University of Science Technology Bannu in compliance of Higher Education Regularity Authority (HERA) and Higher Education Commission Guidelines (F/T).

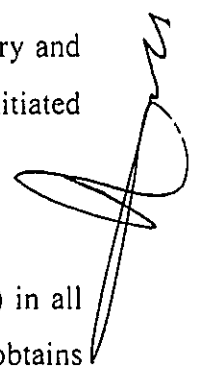
In the light of the above guidelines, it was investigated that whether at the time of initiation of the MLIS program in the Lucky College of Education and Research University of Science Technology Bannu have full fledge department of Library and Information Science. As per advertisement of the University of Science Technology Bannu for 2009-2010 sessions (onward), it was confirmed that the discipline of the Library and information Science was totally missing at any level of academic program. (F/U: Copy of Advertisement for Session 2009-2010). Under the circumstances no principle seat was available in the university main campus, hence having no expertise for conducting the Board of Studies as to what subject and of how much duration/credit hours to be approved for Master level program of a professional degree in field of Library and Information Science.

In view of the above is clear, that a professional Master program of Library and Information Science during the session (2009-10) by a private college (LCER) was initiated without legal authority and expertise.

TOR NO. 03.

The MLIS degree program consists of two years (previous and final year) in all universities of the country since 2006. However, as per record and transcript, the librarian obtains the Master degree in one year instead of two years during session 2009-10. The University of Peshawar was the only public sector university to have MLISc program at Master level during session 2009-10. Therefore, the comparison of the MLIS program with regard to time duration and course contents of Bannu University Science and Technology was made with MLIS program of University of Peshawar for 2009-2010 sessions. It is confirmed that in 2006 onward two years' program have been adopted by Department of Library and Information Science University of Peshawar as per Higher Education Commission guidelines and one year MLIS degree program was abandoned for fresh candidates (F/V: Copy of the Minutes of the Board of Studies of two program and Notification of Academic Council Approval of the University of Peshawar).

The Librarian took admission in one year and was serving full time duty during the one year of course of studies at Mulana Ishaq Public Library Abbottabad. During his promotion from the post of Librarian (BPS-16 to BPS-17) a question was raised by Departmental Promotion Committee meeting dated 10-04-2012 (F/W: DPC minutes), that how a regular fulltime employee can take classes from district Abbottabad to District Lakki as a result, the promotion of the officer was made conditional subject to the NOC by Director Archives and Libraries to the effect that the librarian has taken classes in evening. However, the Ex-Director totally denied that he was not in

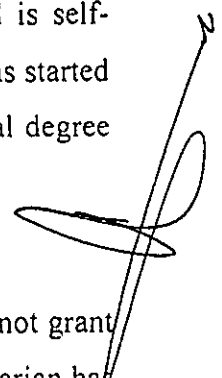


DEPUTY DIRECTOR
Directorate of Archives & Libraries
Peshawar
Khyber Pakhtunkhwa

position to grant retrospective NOC for evening classes as it was not possible for the librarian to take classes in evening and report for duty to Abbottabad on daily basis (F/J Supra).

To resolve the issue, the Librarian produced another certificate from the then principal of the college, that Mr. Dilshad Librarian has actually taken classes on weekend days. A visit to the LECR was paid to obtain the requisite record of attendance. As already explained that the brother the ex-principal of the college (LECR) totally denied the provision of record due to death of ex-principal in 2017 (F/M Supra). No other record shows that the MLIS classes were conducted at weekend days in evening.

In view of the above facts, that the MLIS degree of the officer was obtained without taking regular classes. Neither the degree, nor the transcript shows the evening program on weekend days. If, it is presumed that the classes were conducted on weekend days, how credit hours of each course were completed at weekend days. Furthermore, no record shows the availability of regular faculty. The visit report of the Vice Chancellor in this regard is self-explanatory. It is further evident from the above facts that the private college (LCER) has started the MLIS program without mandatory parameters required for initiation of professional degree program.



TOR NO. 04.

As mentioned above the Ex-Director denied in his statement that he did not grant any kind of NOC for pursuing his MLISc studies for attending evening classes. The librarian has performed full time duty (9.00 am to 5.00 p.m.) without taking any kind of leave and had drawn full salaries during the course of studies in LECR. The Ex-Director also explained, that the same question of taking regular classes was pointed out during the Departmental Promotion Committee meeting dated (F/W Supra) for his promotion from Librarian BPS-16 to Librarian BPS-17. Wherein, it was decided that the promotion of the Librarian will be subject to NOC of the Director Archives and Libraries for attending evening classes. However, the same was denied by Ex-Director. Moreover, no application is found for NOC to take admission for MLIS program. It is also found during formal inquiry against the officer held by Higher Education Archives and Libraries, wherein, the Librarian has produced a certification from the then Principal of the college taking classes at evening time at weekend days. Another copy of certificate was also produced in the signature of Ex-Director in the formal inquiry of the officer to the extent that the classes were taken at evening time. The above mentioned two certificates (Duly signed by the principle of LECR & Ex-Director) for taking evening classes have no record in the office of Directorate of Archives and Libraries nor any diary/dispatch record).

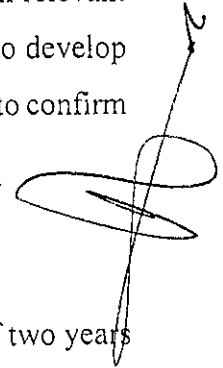
DEPUTY DIRECTOR
Directorate of Archives & Libraries
Higher Education
Khairpur
Khatkhwa
Peshawar

In view of the above the NOC for taking admission for MLISc degree program in the absence of any application for granting NOC is dubious. Similarly, the denial of the Ex-

Director and in the absence of any formal record for taking evening classes at weekend days in this office ensure that these certificate are fake.

TOR NO. 05.

As explain above, the Higher Education Commission is regularity body for standardization of various degree program. For this purpose, each university/degree awarding institution has established their Quality Enhancement Cells (QEC) to supervise and evaluate each degree program in the light of its guidelines issued from time to time. Several letters were sent for verification of the one year MLIS degree of the Librarian, however no response received. The promotion of any official on the basis of any degree qualification may kept withheld subject to verification of the credentials from the institution and various other forums including Higher Education Commission. This step will ensure the timely verification of any degree from relevant forums and to avoid any possible controversy arising in the future. It is also proposed to develop a mechanism to give online access of the HEC database to all head of attached formation to confirm and verify any degree of such employees independently.



06. FINDINGS:

06.1. The officer got the MLISc degree in one-year degree program instead of two years without any regular/permanent faculty and approval of Board of Studies and other authorities due to the reason that the University of Science and Technology Bannu itself didn't have any principal seat i.e Department of Library and Information Science at its own campus till date.

06.2. The Librarian concerned was performing his duty at Abbottabad Public Library and did not take any kind of leave for the pursuing his studies and availed regular classes in Lucky College of Education & Research at district Lakki Marwat. However, when the issue was raised during the promotion of the Librarian, the Director Archives refused to give NOC for taking the classes at the evening due to the reason that it was not possible to make journey on daily basis from District Abbottabad to Lakki Marwat to complete the requisite credit hours for the award of MLIS degree. NOC for taking admission in MLIS with a dairy number is available. however, without formal application for grant of the said NOC is dubious. The two certificates, for taking classes at weekend days and evening are fake having no diary number/record in the office.

The degree was obtained without approval/ affiliation of the private college of MLISc degree program with Bannu University of Science and Technology. The program/course MLISc was approved by academic council for the first time in January, 2011 and withdrawn after 3 months by the Vice Chancellor of University of Science and Technology Bannu in April, 2011 due to lack of facilities, attendance of students and permanent faculty of the college. In the same minutes, it is found that in the academic council meeting under agenda No. 05 affiliation of Lucky College was granted with condition that the permission to start admission will not be

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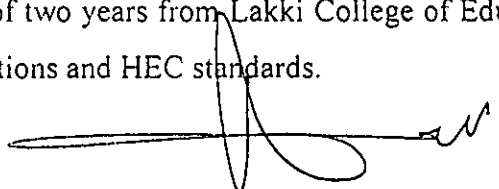
granted before approval of the affiliation of the competent forums i.e Syndicate and Senate etc.

The owner and the principle even did not bother to take registration of the College with Higher Education Regulatory Authority (HERA), which was a mandatory requirement for the commencement of professional Master degree program of MLIS. Hence, it is found that the admission to MLIS programme was started in violation with the approval of concerned authorities and without HERA mandatory registration. (F/X: Rejection for restoration of MLISc program and Application to HERA for registration).

06.4- As per available record it is found that the Librarian got his one-year Bachelor degree in Library Science (BLIS) from the Department of Library and Information Science University of Peshawar in 1992. He was required to take admission at that time in one year MLIS program with the approved scheme of studies in line with the then BLIS (One-year program). Otherwise, after laps of almost of 26 years, the librarian was required to take new admission in two years MLIS program for the session 2009-10 on the basis of BA/BSc having uniformed approved scheme of studies at master level as available in other universities. However, he took admission in one year MLIS program with unapproved scheme of studies in a private college LECR. One Year MLIS program was replaced by two year MLIS program in almost all public and private universities as per HEC guidelines. The University of Peshawar switched over to two years' program in 2006. Therefore, it is found that the initiation of one year MLIS program by LECR without any approved scheme of studies in the absence of any expertise in parent institution Banu University of Science and Technology and ignoring the uniform policy of the HEC, is proved to be illegal and without lawful authority. The Bannu University after realizing the above facts closed MLIS program in Lucky College as per direction of the HEC and HERA. (Annex F/T Supra).

07. CONCLUSION:

In view of the above factual position and record, it is concluded that Mr. Dilshad Hussain Librarian acquired one-year MLIS degree instead of two years from Lakki College of Education and Research without lawful authority, rules regulations and HEC standards.



(Naveed Ullah Jan)
INQUIRY OFFICER

Maulana Muhammad Ishaq Public Library
Abbottabad

DEPUTY DIRECTOR
Directorate of Archives & Libraries
Khyber Pakhtunkhwa Peshawar

B

AFFILIATION CRITERIA/GUIDELINES FOR UNIVERSITIES/INSTITUTIONS OF HIGHER EDUCATION IN PUBLIC SECTOR

1. **Definitions:**

In this criteria anything repugnant in the subject and context used vide infra:

- a. 'affiliation' means affiliation with the university / Degree Awarding Institutes (DAIs);
- b. 'affiliation committee' means the committee, which guides the university / DAI regarding affiliation/de-affiliation of institution ;
- c. 'Commission' means Higher Education Commission ;
- d. 'inspection committee' means the sub-committee constituted by the Vice-Chancellor / Rector for executing inspection of the institute;
- e. 'institution' means the educational institution seeking affiliation with the university / DAI;
- f. 'prescribed' means prescribed by the university ;
- g. 'principal' means the head of the college or the chief executive of the institution applying for affiliation ;
- h. 'Syndicate/Senate or BOG' means Senate or Board of Governors of affiliating university as the case may be;
- i. 'Vice-Chancellor / Rector means head of affiliating university / DAI;
- j. 'university / Degree Awarding Institute means the affiliating university / DAI;

2. **Legal formalities:**

- i) University / DAI (in public) should have provision in its Act to affiliate the College / Institute.
- ii) The Universities/DAIs may not grant affiliation to any institution in other provinces. However in case of the Federal territory the University may obtain permission of the HEC before granting affiliation.
- iii) The ownership of the institution seeking affiliation shall vest in a body corporate and not in individual(s) or family. It shall be registered under the relevant laws of companies ordinance/societies registration act/trust act as a foundation/society/trust. This shall not be required in case the institution is in the public sector;
- iv) The Institute / College seeking affiliation with public sector institution shall register itself with the Provincial Government or the HEC in case of Federal territory, if applicable.
- v) Grant affiliation on subject basis. Such new subject to be offered with require University approval.
- vi) A copy of the registration deed along with a memorandum of association will be supplied to affiliating Institution to examine the objectives and credentials of the members. A brief profile of each member of management should also be provided.

Adviser
 Director
 Higher Education
 Government of Punjab
 Lahore

3. **Application for affiliation:**

An institution applying for affiliation with a university shall make an application to the Registrar of the university on prescribed form (Ann-I) at least 6 months prior to the date from which affiliation is sought. There shall be an application processing fee at such rates as may be prescribed by university / DAI.

The Institute seeking affiliation shall satisfy the affiliating University / DAI with regard to objectives of the Institute and credentials of the members of the corporate body.

The Institute shall only offer those programmes which are offered by the affiliating University / DAI

The C.V's of faculty shall be provided along with application for affiliation.

The procedure to be followed in disposing of an application for the affiliation of an institution shall be such as may be prescribed by the affiliating universities. The Syndicate / Senate / BOG may, on the recommendation of the Affiliation Committee, grant or refuse affiliation to an educational institution.

4. Conditions governing the grant of affiliation:

The provisions for affiliation of institution shall be governed by the following conditionalities:

4.1). Institutional and academic:

- i) That the institution is to be under the management of a regularly constituted governing body;
- ii) That the institution must be suitable from academic point of view. Sustainable physical viability, availability of water, electricity, fuel gas, telephones and internet must be ensured;
- iii) That the Institution must implement/meet the HEC Quality Criteria at main campus as well as affiliated institution.
- iv) That the institution must be easily accessible to students and general public at large;
- v) The Institution must be located on a minimum of 0.5 acre (4 kanals) land with required physical infrastructure;
- vi) That the institution has framed proper rules regarding the efficiency and discipline of its staff and other employees;
- vii) That provision has been made for well stocked library and well equipped laboratory facilities and other practical work where affiliation is sought in any branch of experimental science. Where affiliation is sought in IT fields due arrangements have been made for imparting instructions in a well-equipped IT laboratory having internet connectivity, which can cater to the course needs of students and teachers ;
- viii) That the library shall have at least 50 books per subject as reference books and at least 200 books per subject for supplementary reading. The institution should spend at least Rs. 50,000/- per annum for updating the library by adding new editions and titles. The institution should subscribe 10 daily newspapers and 5 weekly periodicals;
- ix) That the library shall have seating facility for minimum of 10% of the total number of students for that shift.
- x) That institution shall have internet connectivity with appropriate number of computers depending upon the student's population and the subjects offered;

Mudassar
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 Directorate of Business Libraries
 Khyber Pakhtunkhwa Feshawar

[15th October, 2001.]

AN
ORDINANCE

to streamline, supervise and regulate the functioning of the private educational institutions in the²[Khyber Pakhtunkhwa].

WHEREAS it is expedient to streamline, supervise and regulate the functioning of private educational institutions in the ³[Khyber Pakhtunkhwa] and to provide for the registration of such institutions:

AND WHEREAS the Governor of the ⁴[Khyber Pakhtunkhwa] is satisfied that circumstances exist which render it necessary to take immediate action;

NOW, THEREFORE, in pursuance of the Proclamation of Emergency of the fourteenth day of October, 1999, as amended upto date, and the Provisional Constitution Order No. 1 of 1999, read with Article 4 of the Provisional Constitution (Amendment) Order ho. 9 of 1999, and in exercise of all powers enabling him in that behalf, the Governor of the ⁵[Khyber Pakhtunkhwa] is pleased to make and promulgate the following Ordinance;

1. Short title, extent and commencement.—(1) This Ordinance may be called the ⁶[Khyber Pakhtunkhwa] Registration and Functioning of Private Educational Institutions Ordinance, 2001.

(2) It shall extend to whole of the ⁷[Province of the Khyber Pakhtunkhwa].

(3) It shall come into force in such, area or areas, and on such date or dates, as Government may, by notification in the Official Gazette, specify.

CHAPTER-I
PRELIMINARY

Definitions.—(1) In this Ordinance, unless the context otherwise requires, the following expressions shall have the meanings hereby respectively assigned to them, that is to say-

(a) "Board" means a Board of Intermediate and Secondary Education

¹Substituted vide Khyber Pakhtunkhwa Act No. IV of 2011
²Substituted vide Khyber Pakhtunkhwa Act No. IV of 2011
³Substituted vide Khyber Pakhtunkhwa Act No. IV of 2011
⁴Substituted vide Khyber Pakhtunkhwa Act No. IV of 2011
⁵Substituted vide Khyber Pakhtunkhwa Act No. IV of 2011
⁶Substituted vide Khyber Pakhtunkhwa Act No. IV of 2011
⁷Substituted vide Khyber Pakhtunkhwa Act No. IV of 2011

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DEPUTY DIRECTOR
Directorate of Archives & Libraries
Khyber Pakhtunkhwa Peshawar

- (a) summoning and enforcing the attendance of any person and examining him on oath;
- (b) requiring production of documents;
- (c) receiving witnesses on affidavit; and
- (d) issuing Commissions for the examination of witnesses or documents.

(3) The decision of the Regulatory Authority in revision shall be final.

18. **Preparation of guidelines, etc.**—(1) The Regulatory Authority shall prepare guidelines for the registered institutions, excluding a private University, for the qualifications, pay scales and privileges of the teachers.

(2) There shall be no deviation from the approved guidelines prepared under subsection (1), without prior permission of the Regulatory Authority.

CHAPTER-VII
OFFENCES AND PUNISHMENT

19. **Offences.**—(1) Whoever, whether an individual or a registered organization, contravenes any of the provisions of this Ordinance or the rules made thereunder, shall be punished,-

- (a) in case he runs an un-registered private University, with a fine of rupees five lacs; or
- (b) in case he runs a private college of science or technology, with a fine of rupees three lacs; or
- (c) in case he runs a private college other than that stated in clause (b), with a fine of rupees two lacs; or
- (d) in case he runs a private, secondary or higher secondary school, with a fine of rupees one lac; or
- (e) in case he runs a private middle, a lower middle or a primary school, with a fine of rupees fifty thousands; and

(f) in all other cases, with fine not exceeding rupees ten thousand.

Cognizance of offences.—No court, other than a Judicial Magistrate of the 1st Class, shall take cognizance of any offence punishable under this Ordinance or the rules made thereunder, except on a complaint in writing made by the Regulatory Authority or a person authorized by Government in this behalf.

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Khyber Pakhtunkhwa Peshawar

21. **Offences by companies, etc.**—Where the person guilty of an offence under this Ordinance or the rules made thereunder is a Company, a Corporation, a Society or a Trust, every director, partner and employee of the Company, Corporation, Society or Trust, as the case may be, shall, unless he proves that the offence was committed without his knowledge or consent, be guilty of the offence.

22. **Finality of order, etc.**—Save as otherwise expressly provided in this Ordinance, every order passed or decision made by the Regulatory Authority or on its behalf under this Ordinance, shall be final and shall not be called in question in any court or before any other authority.

CHAPTER-VIII MISCELLANEOUS

23. **Revoking of registration.**—(1) The Regulatory Authority shall, on issuance of show cause notice to a registered educational institution and giving its management an opportunity of being heard, revoke any registration or may refuse registration on the expiry of the existing registration certificate.

(2) Before issuance of show cause notice under sub-section (1), the University concerned shall also be informed of the grounds for initiating proceedings regarding de-affiliation in case the show cause notice is issued to an affiliated college.

(3) If the University de-affiliates any private educational institution, the Registrar shall inform the Regulatory Authority for initiating proceedings against it under sub-section (1).

24. **Accessibility of private institutions.**—All the registered educational institutions shall be accessible to all students without caste, creed and religion and there shall be no restraint for admission except on merits.

25. **Indemnity.**—Except as otherwise expressly provided in this Ordinance, no suit, prosecution or other legal proceedings shall lie against Government or any other authority or person for anything done or intended to be done in good faith under this Act or the rules made thereunder.

26. **Power to make rules.**—(1) Government may make rules for carrying out the purposes of this Ordinance.

(2) The Regulatory Authority may make regulations, subject to approval of Government, for conduct of its business.

27. **Provisions to override other provisions.**—If the provisions of this Ordinance come into conflict with the provisions of any other provincial law then, notwithstanding the provisions of that law, the provisions of this Ordinance shall take precedence to the extent of repugnancy.

28. **Repeal and saving.**—(1) The West Pakistan Registration of Un-recognized Educational Institutions Ordinance, 1962 (W.P. No. XI of 1962), is hereby repealed.



NOTIFICATION

No. 24/HERA/Notification/752-92 dated 25.5.2006. In exercise of the powers conferred by section-2 of Section-26 of the Khyber PakhtunKhuwaRegistration and Functioning of PrivateEducational Institutions Ordinance, 2001 the Higher Education Regulatory Authority (HERA) in approval with the Government of Khyber PakhtunKhuwais pleased to make the following Functions and Regulations, namely;

**"KHYBER PAKHTUNKHUWA HIGHER EDUCATION
REGULATORY AUTHORITY
FUNCTIONS AND REGULATIONS 2006"**

1. Short title, Commencement and Application

- i. These rules may be called the Khyber PakhtunKhuwaHigher Education Regulatory Authority Functions, Rules and Regulations, 2006.
- ii. These rules shall come into force at once.
- iii. These rules shall be applicable for the registration and functions of the Universities/Institutes and Colleges established in private sector.

2. Definition

- i. In these Regulations unless there is anything repugnant in the subject or context, the following expressions shall have the meanings hereby respectively assigned to them as under: -
 - a. "Chief Minister" means the Chief Minister of KP.
 - b. "Province" means Khyber PakhtunKhuwa.
 - c. "Government" means Government of KP.
 - d. "Chairman HEC" means Chairman Higher Education Commission.
 - e. "Secretary" means Secretary to Government, Higher Education Department.
 - f. "Chairman" means the Chairman of the Authority appointed in pursuance of the Section 15 of the Khyber PakhtunKhuwaRegistration and Functioning of the PrivateEducational Institutions Ordinance 2001.
 - g. "Member Full Time" means permanent Member of Regulatory Authority appointed under Sector-14 of the Ordinance.
 - h. "Member" means Ex-Officio member of the Regulatory Authority.

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Muhammad
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Government of KP
Higher Education Regulatory Authority

- i. "Higher Education Commission" means Higher Education Commission Established under the Higher Education Commission Ordinance, 2002.
- j. "Scrutiny Committee" means the Committee constituted under these regulations.
- k. "Subject Specialist" means the Senior Professors/Associate Professors appointed from the Public Sector Universities, Institutes and Colleges.
- l. "Registration" means the registration with Higher Education Regulatory Authority
- m. "Affiliation" means affiliation of Private Colleges/Institutes with Public Sector University of their jurisdiction.
- n. "Public University" means University established in the Public Sector of the Province.
- o. "Private University" means the university chartered and established in KP in the private sector.
- p. "Degree Awarding Institution" means degree awarding institution established through charter by Govt. of KP in Private Sector.
- q. "College/Institute" means Private College/Institute established in Private Sector in the Province.
- r. "Criteria/Standard Norms" means criteria/standard norms framed for establishment of University/Degree Awarding Institutes by Higher Education Commission.
- s. "Criteria/Standard Norms for Colleges/Institutes" means criteria/standard norms for colleges framed by the Authority in approval with the Govt. of KP.
- t. "Guidelines" means guideline issued from time to time by Higher Education Commission.
- u. "Application Form" means application proforma as appended to these regulations.
- v. "Questionnaire" means questionnaire proforma as appended to these regulations.
- w. "IT" means Information Technology.
- ii. All other expressions and terms used in these rules and regulation shall have the same meaning as assigned to them under the Authority's Ordinance, 2001.



3. Functions, Rules:

1. Authority shall have exclusive jurisdiction in respect of the Registration of Private Sector Universities/Institutes and Colleges.
2. Registration with Authority is mandatory under the law.
3. The Certificate of Registration will only be issued after the institutions fulfill the academic, administrative and other institutional requirements prescribed by the Authority in accordance with the guidelines issued by Higher Education Commission from time to time.
4. All institutions/colleges imparting higher education in private sector are required to get registration with the Authority prior to affiliation with public sector universities in KP of their respective jurisdiction.
5. a. Registration with the authority of those institutions/colleges affiliated to various universities in public sector in KP prior to the promulgation of the ordinance is also obligatory under these regulations.
b. Notwithstanding the repeal of the West Pakistan Registration of Un-recognized Educational Institutions (w.p. No. XI 1962) under section-28 of the Ibid Ordinance, all educational institutions registered thereunder shall be deemed to have been registered under ordinance No. XXVII of 2001 on the same terms and conditions as determined or may be determined for registration of a corresponding educational institution under this ordinance.
6. Public Sector Universities will allow affiliation only to those institutions/colleges who are registered with Authority.
7. Registration issued to all private sector colleges/institutions prior to affiliation with public universities of their respective jurisdiction will be provisional.
- 8a. Provisional Registration issued to Colleges/Institutions in Private Sector shall stand confirmed upon their affiliation with public sector universities.
- 8b. The provisional registration certificate issued to the college/institute shall be confirmed in those subjects/disciplines only in which the affiliation is granted by the respective public sector university.
9. Institutes/colleges imparting Higher Education established in the private sector shall not start functioning as such unless and until they are first registered with Higher Education Regulatory Authority (HERA) and affiliated with the Public Sector University of their Jurisdiction.

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¹ Proposed additional regulation approved by the Regulatory Authority in its meeting held on 11.9.2007 and submitted to HED vide letter No. 01/HERA/General/R&R/2069-72 dated 15.9.2007 for approval of the Govt. of KP.



Government of KP
Higher Education Regulatory Authority

10. Withdrawal of affiliation by the public universities under their affiliation rules will automatically result in withdrawal of Registration with Authority.
11. The regulatory authority shall be responsible for supervision and performance of the registered institutions within the jurisdiction of the Authority in the manner determined by the Authority.
12. Periodic visitation to the registered institution and inspection of their performance in accordance with guidelines of HEC/HERA by the Scrutiny Committee or Chairman of the Authority is also obligatory under the law.
13. The Regulatory Authority shall have exclusive jurisdiction in respect of matters relating to disputes between the Government and registered institutions, the regulatory authority of the registered institutions, public sector universities and the registered institutions or any dispute pertaining to the staff or complaints of parents about fee structure, conditions of building of the institutions, staff employed and other related matters.
14. The Regulatory Authority shall modify guidelines/criteria for registration of colleges/institutions from time to time.
15. There shall be no deviation from the approved guidelines/criteria of the HEC/Authority without prior permission of HEC or Regulatory Authority by the universities or institutions in the private sector as the case may be.
16. In case of any deviation from the norms/standards/criteria or guidelines by any registered institutions, the Authority reserve the right to withdraw its registration and advise the public sector universities to withdraw affiliation granted to such institution.
17. Any person aggrieved by an order of the Regulatory Authority or any delegate of the Regulatory Authority may prefer a revision petition before the Authority.
18. While disposing of a revision petition the authority shall have the powers of civil court under the code of civil procedure 1908 (V of 1908) in respect of the following matters: -
 - a. Summoning and enforcing the attendance of any person and examining him on oath.
 - b. Requiring production of documents.
 - c. Receiving witnesses on affidavit and issuing commission for examination of witnesses or documents.
 - d. The decision of the Authority is revision shall be final.
19. Who-ever, whether an individual or a registered organization, contravenes any provision of these rules framed under the Ordinance shall, amount to an offense punishable as under:
 - a. In case he runs as registered private university with a fine of Rupees Five Lacs.

S. J. Khan
Deputy Director
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Khyber Pakhtunkhwa Feshawar



Government of KP
Higher Education Regulatory Authority

- b. In case he runs a private college of science or technology with a fine of Rupees Three Lacs.
- c. In case he runs a private college other than that stated in (b) with a fine of Rupees Two Lacs
20. No court other than a judicial Magistrate of the 1st Class shall take cognizance of any offence punishable under these rules framed under the ordinance except on a complaint in writing made by Regulatory Authority or a person authorized by Govt. in this behalf.
21. Where the person guilty of an offence under these rules framed under the ordinance, is a company, a corporation or society or a trust, every director, partner and employee of the company, corporation society or trust as the case may be, shall unless he proves that the offence was committed without his knowledge or consent be guilty of the offence.
22. Same as otherwise expressly provided in the ordinance every order passed or decision made by the authority on its behalf under this ordinance shall be final and shall not be called in question in any court or before any other authority.
23. The Authority shall on issuance of show cause notice to a registered educational institution and giving its management an opportunity of being heard revoke any registration or may refuse renewal of registration on the expiry of existing registration certificate.
24. Before issuance of show cause notice under the clause-22, the public university concerned shall also be informed of the grounds for initiating proceeding regarding de-affiliation in case the show cause is issued to an affiliated college or institute.
25. If a university de-affiliates any private educational college/institution, the registrar shall inform the authority for initiating proceeding against it under rule No.22.
26. All the registered educational institutions shall be accessible to all students without caste, creed and religion and there shall be no restraint for admission except on merit.
27. Except or otherwise expressly provided in these rules framed in accordance with ordinance, no suit, prosecution or other legal proceeding shall lie against Govt. or any other authority or person for anything done or intended to be done in good faith under these regulations.
28. Campuses located in one city of a private university/institution will be considered collectively as one unit for the application of the new criteria. However, the campus of a private university/institution located in other cities would be treated as a new institution and the same criteria will be applicable to each campus.

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DEPUTY DIRECTOR
Directorate of Archives & Libraries
Khyber Pakhtunkhwa Peshawar



Government of KP
Higher Education Regulatory Authority

29. Universities in, private sector, are not allowed to affiliate any college or institute in private sector up to 10 years of period from the date of their establishment.

30. Universities in private sector are not allowed to establish constituent colleges for period up to 10 years from the date of their establishment.

231(a). In case of any transfer or change of management or premises of the institute or any circumstances of change in teaching staff, all private sector institutions/colleges registered with Higher Education Regulatory Authority (HERA) shall be required to obtain prior approval of the same, well in advance, from the Authority.

(b). The successor management shall be required to obtain No Objection Certificate from the Authority prior to entering into any transaction or purchase or any other sort of alienation or in case of any change in the management.

(c). The successor management shall also be required to furnish all details of transaction and payment of transaction fee @ 15% of the registration fee besides other charges (i.e. Application Processing and Inspection Fee).

(d). Violation of the regulation 31 (a) & (b) by any registered institute/college will automatically result in a fine @ 20% of the registration fee or withdrawal of registration.

32. All private sector educational institutions/colleges registered (or applying for registration) with Higher Education Regulatory Authority (HERA) shall be required to obtain and furnish to the Authority a "No Objection Certificate (NOC)" pertaining to land use/building from the respective/ relevant authorities such as Town Municipal Administration, City Development & Municipal Department (CD&MD) or Tehsil Municipal Administration in whose jurisdiction these institutions/colleges are situated/functioning.

REPUTY DIRECTOR
Directorate of Archives & Libraries
Gulistan, Peshawar

A. Private Universities/Degree Awarding Institutions

I. Conditions for establishment of Private University/Degree Awarding Institutions.

a. No Person or Organization shall apply for establishment of a University in Private Sector, unless the Person Concerned has Created a trust for the purpose under the Trust Act 1882(II of 1882) or, as the Case may be, the organization, which includes a Person or Persons, has been registered as a Society under the Societies Registration Act, 1860(XXI of 1860), or as a Company registered under the Companies Ordinance, 1984 (XLVII of 1984).

² Proposed additional regulations approved by the Regulatory Authority in its meeting held on 11.9.2007 and submitted to HED vide letter No. 01/HERA/General/R&R/2069-72 dated 15.9.2007 for approval of the Govt. of KP.



NOTIFICATION

No. 24/HERA/Notification/752-92 dated 25.5.2006. In exercise of the powers conferred by section-2 of Section-26 of the Khyber PakhtunKhuwa Registration and Functioning of Private Educational Institutions Ordinance, 2001 the Higher Education Regulatory Authority (HERA) in approval with the Government of Khyber PakhtunKhuwais pleased to make the following Functions and Regulations, namely;

**"KHYBER PAKHTUNKHUWA HIGHER EDUCATION
REGULATORY AUTHORITY
FUNCTIONS AND REGULATIONS 2006"**

1. Short title, Commencement and Application

- i. These rules may be called the Khyber PakhtunKhuwa Higher Education Regulatory Authority Functions, Rules and Regulations, 2006.
- ii. These rules shall come into force at once.
- iii. These rules shall be applicable for the registration and functions of the Universities/Institutes and Colleges established in private sector.

2. Definition

- i. In these Regulations unless there is anything repugnant in the subject or context, the following expressions shall have the meanings hereby respectively assigned to them as under: -
 - a. "Chief Minister" means the Chief Minister of KP.
 - b. "Province" means Khyber PakhtunKhuwa.
 - c. "Government" means Government of KP.
 - d. "Chairman HEC" means Chairman Higher Education Commission.
 - e. "Secretary" means Secretary to Government, Higher Education Department.
 - f. "Chairman" means the Chairman of the Authority appointed in pursuance of the Section 15 of the Khyber PakhtunKhuwa Registration and Functioning of the Private Educational Institutions Ordinance 2001.
 - g. "Member Full Time" means permanent Member of Regulatory Authority appointed under Sector-14 of the Ordinance.
 - h. "Member" means Ex-Officio member of the Regulatory Authority.

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DEPUTY DIRECTOR
Directorate of Technical & Libraries
Khyber PakhtunKhuwa Peshawar



Government of KP
Higher Education Regulatory Authority

- i. "Higher Education Commission" means Higher Education Commission Established under the Higher Education Commission Ordinance, 2002.
 - j. "Scrutiny Committee" means the Committee constituted under these regulations.
 - k. "Subject Specialist" means the Senior Professors/Associate Professors appointed from the Public Sector Universities, Institutes and Colleges.
 - l. "Registration" means the registration with Higher Education Regulatory Authority
 - m. "Affiliation" means affiliation of Private Colleges/Institutes with Public Sector University of their jurisdiction.
 - n. "Public University" means University established in the Public Sector of the Province.
 - o. "Private University" means the university chartered and established in KP in the private sector.
 - p. "Degree Awarding Institution" means degree awarding institution established through charter by Govt. of KP in Private Sector.
 - q. "College/Institute" means Private College/Institute established in Private Sector in the Province.
 - r. "Criteria/Standard Norms" means criteria/standard norms framed for establishment of University/Degree Awarding Institutes by Higher Education Commission.
 - s. "Criteria/Standard Norms for Colleges/Institutes" means criteria/standard norms for colleges framed by the Authority in approval with the Govt. of KP.
 - t. "Guidelines" means guideline issued from time to time by Higher Education Commission.
 - u. "Application Form" means application proforma as appended to these regulations.
 - v. "Questionnaire" means questionnaire proforma as appended to these regulations.
 - w. "IT" means Information Technology.
- ii. All other expressions and terms used in these rules and regulation shall have the same meaning as assigned to them under the Authority's Ordinance, 2001.



3. Functions, Rules:

1. Authority shall have exclusive jurisdiction in respect of the Registration of Private Sector Universities/Institutes and Colleges.
2. Registration with Authority is mandatory under the law.
3. The Certificate of Registration will only be issued after the institutions fulfill the academic, administrative and other institutional requirements prescribed by the Authority in accordance with the guidelines issued by Higher Education Commission from time to time.

4.

All institutions/colleges imparting higher education in private sector are required to get registration with the Authority prior to affiliation with public sector universities in KP of their respective jurisdiction.

5. a. Registration with the authority of those institutions/colleges affiliated to various universities in public sector in KP prior to the promulgation of the ordinance is also obligatory under these regulations.

b. Notwithstanding the repeal of the West Pakistan Registration of Un-recognized Educational Institutions (w.p. No. XI 1962) under section-28 of the Ibid Ordinance, all educational institutions registered thereunder shall be deemed to have been registered under ordinance No. XXVII of 2001 on the same terms and conditions as determined or may be determined for registration of a corresponding educational institution under this ordinance.

6. Public Sector Universities will allow affiliation only to those institutions/colleges who are registered with Authority.

7. Registration issued to all private sector colleges/institutions prior to affiliation with public universities of their respective jurisdiction will be provisional.

- 8a. Provisional Registration issued to Colleges/Institutions in Private Sector shall stand confirmed upon their affiliation with public sector universities.

- 8b. The provisional registration certificate issued to the college/institute shall be confirmed in those subjects/disciplines only in which the affiliation is granted by the respective public sector university.

Institutes/colleges imparting Higher Education established in the private sector shall not start functioning as such unless and until they are first registered with Higher Education Regulatory Authority (HERA) and affiliated with the Public Sector University of their Jurisdiction.

DEPUTY DIRECTOR
Directorate of Archives & Libraries
Khyber Pakhtunkhwa, Peshawar

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¹ Proposed additional regulation approved by the Regulatory Authority in its meeting held on 11.9.2007 and submitted to HED vide letter No. 01/HERA/General/R&R/2069-72 dated 15.9.2007 for approval of the Govt. of KP.



Government of KP
Higher Education Regulatory Authority

10. Withdrawal of affiliation by the public universities under their affiliation rules will automatically result in withdrawal of Registration with Authority.

11. The regulatory authority shall be responsible for supervision and performance of the registered institutions within the jurisdiction of the Authority in the manner determined by the Authority.

12. Periodic visitation to the registered institution and inspection of their performance in accordance with guidelines of HEC/HERA by the Scrutiny Committee or Chairman of the Authority is also obligatory under the law.

13. The Regulatory Authority shall have exclusive jurisdiction in respect of matters relating to disputes between the Government and registered institutions, the regulatory authority of the registered institutions, public sector universities and the registered institutions or any dispute pertaining to the staff or complaints of parents about fee structure, conditions of building of the institutions, staff employed and other related matters.

14. The Regulatory Authority shall modify guidelines/criteria for registration of colleges/institutions from time to time.

15. There shall be no deviation from the approved guidelines/criteria of the HEC/Authority without prior permission of HEC or Regulatory Authority, by the universities or institutions in the private sector as the case may be.

✓ 16. In case of any deviation from the norms/standards/criteria or guidelines by any registered institutions, the Authority reserve the right to withdraw its registration and advise the public sector universities to withdraw affiliation granted to such institution.

17. Any person aggrieved by an order of the Regulatory Authority or any delegate of the Regulatory Authority may prefer a revision petition before the Authority.

18. While disposing of a revision petition the authority shall have the powers of civil court under the code of civil procedure 1908 (V of 1908) in respect of the following matters: -

- a. Summoning and enforcing the attendance of any person and examining him on oath.
- b. Requiring production of documents.
- c. Receiving witnesses on affidavit and issuing commission for examination of witnesses or documents.
- d. The decision of the Authority is revision shall be final.

19. Who-ever, whether an individual or a registered organization, contravenes any provision of these rules framed under the Ordinance shall, amount to an offense punishable as under:

- a. In case he runs as registered private university with a fine of Rupees Five Lacs.



- b. In case he runs a private college of science or technology with a fine of **Rupees Three Lacs**.
- c. In case he runs a private college other than that stated in (b) with a fine of **Rupees Two Lacs**
20. No court other than a judicial Magistrate of the 1st Class shall take cognizance of any offence punishable under these rules framed under the ordinance except on a complaint in writing made by Regulatory Authority or a person authorized by Govt. in this behalf.
21. Where the person guilty of an offence under these rules framed under the ordinance, is a company, a corporation or society or a trust, every director, partner and employee of the company, corporation society or trust as the case may be, shall unless he proves that the offence was committed without his knowledge or consent be guilty of the offence.
22. Same as otherwise expressly provided in the ordinance every order passed or decision made by the authority on its behalf under this ordinance shall be final and shall not be called in question in any court or before any other authority.
23. The Authority shall on issuance of show cause notice to a registered educational institution and giving its management an opportunity of being heard revoke any registration or may refuse renewal of registration on the expiry of existing registration certificate.
24. Before issuance of show cause notice under the clause-22, the public university concerned shall also be informed of the grounds for initiating proceeding regarding de-affiliation in case the show cause is issued to an affiliated college or institute.
25. If a university de-affiliates any private educational college/institution, the registrar shall inform the authority for initiating proceeding against it under rule No.22.
26. All the registered educational institutions shall be accessible to all students without caste, creed and religion and there shall be no restraint for admission except on merit.
27. Except or otherwise expressly provided in these rules framed in accordance with ordinance, no suit, prosecution or other legal proceeding shall lie against Govt. or any other authority or person for anything done or intended to be done in good faith under these regulations.
28. Campuses located in one city of a private university/institution will be considered collectively as one unit for the application of the new criteria. However, the campus of a private university/institution located in other cities would be treated as a new institution and the same criteria will be applicable to each campus.

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DEPUTY DIRECTOR
Directorate of Academics & Libraries
Khyber Pakhtunkhwa Peshawar



-- Government of KP
Higher Education Regulatory Authority

29. Universities in, private sector, are not allowed to affiliate any college or institute in private sector up to 10 years of period from the date of their establishment.
30. Universities in private sector are not allowed to establish constituent colleges for period up to 10 years from the date of their establishment.
- 231(a). In case of any transfer or change of management or premises of the institute or any circumstances of change in teaching staff, all private sector institutions/colleges registered with Higher Education Regulatory Authority (HERA) shall be required to obtain prior approval of the same, well in advance, from the Authority.
- (b). The successor management shall be required to obtain No Objection Certificate from the Authority prior to entering into any transaction or purchase or any other sort of alienation or in case of any change in the management.
- (c). The successor management shall also be required to furnish all details of transaction and payment of transaction fee @ 15% of the registration fee besides other charges (i.e. Application Processing and Inspection Fee).
- (d). Violation of the regulation 31 (a) & (b) by any registered institute/college will automatically result in a fine @ 20% of the registration fee or withdrawal of registration.
32. All private sector educational institutions/colleges registered (or applying for registration) with Higher Education Regulatory Authority (HERA) shall be required to obtain and furnish to the Authority a "No Objection Certificate (NOC)" pertaining to land use/building from the respective/ relevant authorities such as Town Municipal Administration, City Development & Municipal Department (CD&MD) or Tehsil Municipal Administration in whose jurisdiction these institutions/colleges are situated/functioning."

Regulations:

A. Private Universities/Degree Awarding Institutions

I. Conditions for establishment of Private University/Degree Awarding Institutions.

- a. No Person or Organization shall apply for establishment of a University in Private Sector, unless the Person Concerned has Created a trust for the purpose under the Trust Act 1882(II of 1882) or, as the Case may be, the organization, which includes a Person or Persons, has been registered as a Society under the Societies Registration Act, 1860(XXI of 1860), or as a Company registered under the Companies Ordinance, 1984 (XLVII of 1984).

29

IN THE SUPREME COURT OF PAKISTAN
(Appellate Jurisdiction)

Present:

Mr. Justice Ijaz ul Ahsan
Mr. Justice Munib Akhtar
Mr. Justice Sayyed Mazahar Ali Akbar Naqvi

CMA No.6181 of 2020 in Const.P.No.134 of 2012, CM Appeal No.60 of 2021 in CMA No.Nil of 2021 in CMA No.6181 of 2020 in Const.P.No.134 of 2012, CMA No.228 of 2021 in CMA No.6181 of 2020 in Const.P.No.134 of 2012, CMA No.7083 of 2020 in CMA No.6181 of 2020 in Const.P.No.134 of 2012, CMA No.985 of 2021 in CMA No.6181 of 2020 in Const.P.No.134 of 2012, CM Appeal No.73 of 2021 in CMA No.Nil of 2021 in CMA No.6181 of 2020 in Const.P.No.134 of 2012 and CM Appeal No.74 of 2021 in CMA No.Nil of 2021 CMA No.6181 of 2020 in Const.P.No.134 of 2012

C.M.A.6181/2020:

Malik Aneeq Ali Khatana Vs. Khalid Javed and others

C.M. Appeal:60/2021:

Muhammad Amjad Hussain Advocate Vs. Attorney General for Pakistan, Chairman Pakistan Bar Council, Supreme Court Building Islamabad and others

C.M.A.228/2021:

Application for appropriate orders against Harassment

C.M.A.7083/2020:

Concise Statement on behalf of Respondent No.10

C.M.A.895/2021:

For implementation of the order dated 31.08.2018

C.M. Appeal.73/2021:

Barrister Mohammad Ahmad Qayyum, Advocate Vs. Registrar Supreme Court of Pakistan, Islamabad

C.M. Appeal.74/2021:

Barrister Mohammad Ahmad Qayyum, Advocate Vs. Registrar Supreme Court of Pakistan, Islamabad

In attendance:

Malik Aneeq Ali Khatana, in person
Mr. Hassan Raza Pasha, ASC/Chairman, Executive Committee, Pakistan Bar Council

Mr. Gulzar Ahmed, Secretary Pakistan Bar Council

Mr. Usama Malik, Director, Directorate of Legal Education, Pakistan Bar Council

ATTESTED

Senior Court Associate
Supreme Court of Pakistan
Islamabad

DEPUTY
DIRECTOR
Khyber Pakhtunkhwa Peshawar

Mr. Ayyaz Bhaulani, DAG
 Mr. Johangir Khan Jadoon, A.C.
 Islamabad
 Mr. Ayyaz Khan Swati, Addl. A.C.
 Balochistan
 Mr. Zahid Yousof Qureshi, Addl. A.C. KPK
 Mr. Minn Muhammad Shah, Addl. A.C.
 Sindh (via video link from Karachi)

Mr. Muhammad Ahmad Qayyum, ASC
 Syed Amir Ali Shah, ASC
 Rai Azhar Iqbal Kharal, ASC
 Mr. Iftikhar Ahmed Bashir, ASC
 Mr. Tariq Aziz, AOR
 Mr. M. Ishtiaq Ahmed Raja, ASC
 Raja Abdul Ghafoor, AOR
 Syed Qamar Hussain Shah, ASC
 Mr. Zafar Ullah Khan, Khakwani, ASC
 Dr. Munsoor Akbar Kundi, V.C. BZU

Ijaz Ahmed, Director FIA (Inquiry Officer)
 Mr. Masood Naseem, Addl. Dir. Law
 Mr. Muazam Ali, A.C. FIA
 Mr. Adil Ayub, S.I. FIA

Date of Hearing: 02.02.2023

ORDER

A preliminary report of FIA has been filed by way of C.M.A.No.310/2023. The conclusions drawn are general in nature in the following terms:-

"In view of the facts discussed above, it is clear that organized fraud has been committed systematically by Tariq Ansari Ex-Vice Chancellor, Sohail Rashid Khan Registrar, Allah Ditta Ex-Deputy Registrar, members of Registration Branch, Chairman and members of Affiliation Committee, Treasurer and members of Treasurer Branch, Owners/Directors of law colleges i.e. Muhammadan Law College Multan namely Muzamil Raza and partners, Pakistan Law College Pakpattan namely Mubashar Raza and Muhammad Naeem, Owner/Director of Pakistan School of Law namely Latif Nawab and other law colleges are responsible for discrepancies in illegal affiliation of colleges, enrolments of excessive students as compared to allocated seats, Embezzlement of amount pertaining to fake/forged Fee vouchers, double registration of students and fake attendance certificates.

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 DEPUTY DIRECTOR
 Director of
 Libraries
 Khyber Pakhtunkhwa Peshawar

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Senior Court Associate
 Supreme Court of Pakistan
 Islamabad

Financial probe on the basis of fee received by the law colleges revealed that wrongful gain of approximately Rs. 459.53 Million was obtained by the law colleges and the University. In compliance of order of this August Court dated 14.09.2022, the desired report is submitted for kind perusal and further orders, please."

2. In view of the fact that preliminary findings show major discrepancies in the amounts received by law college who had illegally been affiliated and since been disaffiliated which have been identified at page 10 of the report and include thirty-one law colleges and an approximate amount of Rs.459.53 million appears to be involved between the year 2018 to 2021, we direct FIA to undertake a detailed and in-depth investigation involving all affiliate law colleges and their functionaries including Owners/Directors, Registrars and those employees who have direct or indirect connection or nexus with the entire exercise and pinpoint the liability of each. We also note that during the said period initially Mr. Tariq Ansari, Vice Chancellor, Mr. Sohaib Rashid Khan, Registrar, Mr. Allah Ditta, Deputy Registrar, Members of Registration Branch, Chairman and Members of the Affiliation Committee, Treasure and Members of Treasury Branch are also *prima facie* involved either in initiating or abetting/condoning the entire scam. In view of the fact that the investigation includes the current Vice Chancellor, namely, Mr. Mansoor Akbar Kundi and the Registrar, namely, Mr. Sohaib Rashid Khan, they shall immediately stand suspended from their respective posts. In view of the fact that the offices of the Vice Chancellor and the Registrar will become vacant on account of the order passed today, the acting charge shall be handed over to such

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other person as may be permissible under the law/statute of the University. In view of the fact that we have found the report to be inconclusive and unsatisfactory, we direct that the final report

Senior Court
Supreme Court of Pakistan
Islamabad

DEPUTY DIRECTOR
Director of L. Grades
Peshawar

Attested
[Signature]

after thorough investigation fixing liability of each accused may be prepared and submitted before this Court within one month.

3. It has been pointed out that 11000 students have submitted forms to appear in second supplementary examination. A total number of 6227 students appeared. Their results have not been announced in view of the fact that there are questions regarding their *bona fides* or credentials. FIA is also directed to examine the particulars of each of the said students and include in their report whether or not they have completed three years of instructions in law and are lawfully entitled to appear in the supplementary examination. Such findings shall also constitute a part of the report to be filed by FIA.

Bar Vocational Course

4. The Chairman, Executive Committee of Pakistan Bar Council has filed C.M.A. No. 196/2023 which is a report on various steps taken to implement the order of this Court passed on the last date of hearing. He maintains that progress has been made. However, negotiations are still continuing and various stakeholders as well as official functionaries are being engaged in this entire exercise in order to ensure that Bar Vocation Course is conducted in all four Provinces under the auspices of the Bar Councils with the cooperation of Provincial Judicial Academies as well as Provincial Governments. It is expected that all State functionaries as well as Judicial Academies shall cooperate in this initiative and ensure that arrangements for regular imparting of Bar Vocational Course is arranged so that the order of this Court is implemented in its letter and spirit. A copy of this CMA shall be sent to the Registrar, High Court of Balochistan who shall seek instructions from the Hon'ble Chief Justice and file a report in this regard to

DEPUTY DIRECTOR
Directorate of Libraries
Khyber Pakhtunkhwa Peshawar

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Senior Court Associates
Supreme Court of Pakistan
Islamabad

reach this Court within one month. The Chairman, Executive Committee of Pakistan Bar Council has pointed out that training module for Bar Vocational Course has been prepared by Punjab

Bar Council which has been shared with all Provincial Bar Councils and their inputs have been sought. Once their inputs have been received, the module shall be finalized. A copy thereof shall be placed before this Court for appropriate orders regarding its implementation.

Civil Miscellaneous Application No. 195 of 2022:

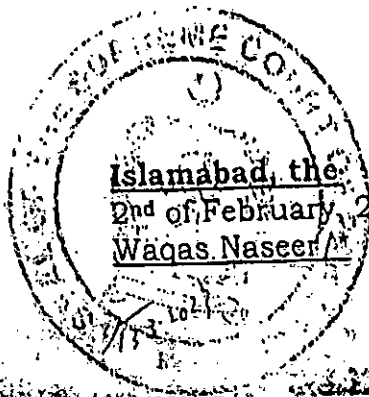
5. Let a copy of this application be handed over to the learned Additional Attorney General who shall file a reply to this application to reach this Court within one month.

Civil Miscellaneous Application 9233 of 2022:

6. We have been informed that despite orders passed by this Court that evening classes in private law colleges have to be discontinued, compliance by substantial number of colleges, however there are some colleges who are not implementing the orders of this Court. Let notice be issued to all the said colleges. A copy of this CMA shall also be handed over to the Chairman, Executive Committee of Pakistan Bar Council who shall ensure that orders of this Court are implemented in letter and spirit. Let a report be filed by the Chairman, Executive Committee within one month.

7. Re-list after the Holy Month of Ramadan.

[Handwritten Signature]
DEPUTY
Directorate of
Khyber Pakhtunkhwa Peshawar



Sd/- J
Sd/- J
Sd/- J

CERTIFIED TO BE TRUE COPY

[Handwritten Signature]
Senior Court Associate
Supreme Court of Pakistan
Islamabad



DIRECTORATE OF ARCHIVES & LIBRARIES,
KHYBER PAKHTUNKHWA, PESHAWAR.

Phone: - 091- 9210100 Website: - www.kpdal.gov.pk
www.facebook.com/KParchivesandlibraries

No. 2945/3/49/DA Dated 2ND November, 2022.

To,

Section Officer (C-IV),
Higher Education, Archives & Libraries Department,
Peshawar.

Subject: - **REQUEST FOR COUNTERSIGNING OF PERs FOR THE YEAR 2018-19.**

Reference your letter No. SO(C-IV) HE/1-6/PERs/Dilshad/2022 dated 25-10-2022 on the subject noted above.

02- Enclosed please find herewith a letter of the former Director, Archives & Libraries dated 02-11-2022 along with PERs for the year 2018-2020 (in original) of Mr. Dilshad Hussain, Librarian (BPS-18), Khushal Khan Memorial Library, Akora Khattak, Nowshera evaluated in capacity of reporting officer by the former Director for countersignature of the Secretary, Higher Education, Archives & Libraries Department, Khyber Pakhtunkhwa.


(Raheela Hafeez)

Director of Archives & Libraries,
Khyber Pakhtunkhwa, Peshawar.

Endst. No. & date even.

Copy forwarded to PS to Secretary, Higher Education, Archives & Libraries Department.

Director of Archives & Libraries,
Khyber Pakhtunkhwa, Peshawar.


DEPUTY DIRECTOR
Directorate of Archives & Libraries
Khyber Pakhtunkhwa Peshawar

(H)

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CERTIFICATE

Certified that I Mr DILSHAD HUSSAIN KHATTAK Librarian
(Name of Officer) (Group/Service) (BS)-18

have on _____ submitted my Performance Evaluation Report
(Date)

to Director Archives & Libraries Zahir ullah Khan
(Name/Designation of Reporting Officer)

My countersigning officer is Secretary Higher Education
(Name/Designation of Countersigning Officer)

Name/Designation/Department of Officer

Note:- This certificate is required to be dispatched by the officer being reported upon to the Officer incharge entrusted with the maintenance of his/her C.R. Dossier on the same date the PER is forwarded to his/her reporting officer.

Handwritten signature

DEPUTY DIRECTOR
Directorate of Archives & Libraries
Khyber Pakhtunkhwa Peshawar

Guidelines 1

2018

For Officers in BPS 17 & 18

RESTRICTED

بیسٹریکٹڈ

اسکیل ۱۷ اور ۱۸ کے افسران کے لئے

GOVERNMENT OF KHYBER PAKHTUNKHWA

حکومت خیبر پختونخوا

Department/Office Directorate of
Archives & Libraries Pesh.
محکمہ ادنیٰService/Group Provincial
پرووینسیل گروپ

PERFORMANCE EVALUATION REPORT

کارکردگی رپورٹ

FOR THE PERIOD 01-01-2018 TO 31-12-2018

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PART I

حصہ اول

(TO BE FILLED IN BY THE OFFICER REPORTED UPON)

(متعلقہ افسر خود پُر کریں)

- Name (in block letters) DILSHAD HUSSAIN
نام (واضح حروف میں)
- Personnel number 00080844
انفرادی نمبر
- Date of birth 09-03-1964
تاریخ پیدائش
- Date of entry in service 27-10-1983
ملازمت اختیار کرنے کی تاریخ
- Post held during the period (with BPS) Librarian BPS-18
پیش نظر عرصہ میں عہدہ (مع اسکیل)
- Academic qualifications MA ML ISC
تعلیم
- Knowledge of languages (Please indicate proficiency in speaking (S), reading (R) and writing (W)) (بولنے (ب)، پڑھنے (پ)، اور لکھنے کی صلاحیت)
زبانوں کا علم

English

Urdu

Pushto

SRW

SRW

SRW

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DEPUTY DIRECTOR

Directorate of Archives & Libraries
Khyber Pakhtunkhwa Peshawar

8. Training received during the evaluation period

متعلقہ عرصہ کے دوران حاصل کی گئی تربیت

Name of course attended کورس کا نام	Duration with dates تاریخوں کے ساتھ دروائیہ	Name of Institution and country ادارے اور ملک کا نام
<ul style="list-style-type: none"> • Micro Computer use in Library & information Centres. • Library Management Skill • Latest Trend in Library Management • Specialized Computer Training • Role of ICT in Library 		

9. Period served 35 years & 2 Months
عہدہ ملازمت

(i) In present post

۲۷ years
۲۷ سال

(ii) Under the Reporting Officer

one year
ایک سال

PART II

حصہ دوم

(TO BE FILLED IN BY THE OFFICER REPORTED UPON)

(متعلقہ افسر خود پر کریں)

- Job description: Physical charge and custodian of the Library
ذمہ داریوں کی تفصیل
- Assisting Chief Librarian in Book Selection Process for the Library
- Member of Books Purchase / Verification Committee
- Maintenance of Accession Registers of the Library
- Maintenance of Demand Lists as per users requirements
- Classification & Cataloguing and computerization of Library books and other Library Materials
- Compilation of Annual Library statistics from the different section of Library eg Issue & return, Newspaper, Reference Section.
- Compilation of demand list as per users record & requirements.

DEPUTY LIBRARIAN

Directorate of Archives & Libraries
Member Pakhankhwa Peshawar

2. Brief account of performance on the job during the period supported by statistical data where possible. Targets given and actual performance against such targets should be highlighted. Reasons for shortfall, if any, may also be stated.

پیش نظر عرصہ میں کارکردگی کو اعداد و شمار کے ساتھ مختصر بیان کریں۔ دیئے گئے اہداف اور کارکردگی کو نمایاں طور پر لکھیں۔ اہداف تکمیل

رہ جانے کی وجہ بھی بیان کریں

- Promoted Library Services during The year.
- Monitored and supervised the functions of different sections of the library.
- Monitored the duties and services of the library staff.
- Labelled and Classified about (700) Seven Hundred Books of different branches of studies.
- Prepared Annual Budget as well as revised Budget according to the needs of Library and their proprietization.
- Even no Complaint from the General public or reader is received to this office about **PART III** Library Services.

حصہ سوم

(EVALUATION BY THE REPORTING OFFICER)

(رپورٹنگ افسر کا جائزہ)

The rating in Part III should be recorded by initialing the appropriate box.

The ratings denoted by alphabets are as follows:

'A' Very Good, 'B' Good, 'C' Average, 'D' Below Average

حصہ سوم میں کارکردگی اندراج متعلقہ خانے میں مختصر و سچا سے کیا جائے۔ حرف کلمات سے سنجیدگی سے متنبی سے ذیل ہے:

الف: اعلیٰ ب: اچھا ج: اوسط د: اوسط سے کم

For uniform interpretation of qualities, two extreme shades are mentioned against each quality.

سہولت کے لئے ہر صفت کے دو انتہائی درجوں کا ذکر کیا گیا ہے۔

	A الف	B ب	C ج	D د	
1. Intelligence ذہانت					
Exceptionally bright; excellent comprehension انتہائی ذہین اور مطالعہ فہم					Dull; slow کند ذہن، سست فہم

	A الف	B ب	C ج	D د	
2. Confidence and will power خود اعتمادی اور قوت ارادی Exceptionally confident and resolute انتہائی پر اعتماد اور مستقل مزاج					Uncertain; hesitant عدم اعتماد اور ہچکچاہٹ کا شکار
3. Acceptance of responsibility ذمہ داری اٹھانے کی آمادگی Always prepared to take on responsibility even in difficult cases مشکل معاملات میں بھی ذمہ داری اٹھانے کے لئے ہمیشہ آمادہ					Reluctant to take on responsibility; will avoid it when- ever possible ذمہ داری اٹھانے سے گریز کرنے والا
4. Reliability under pressure دباؤ کی حالت میں کام کرنے کی صلاحیت Calm and exceptionally reliable at all times ہر حالت میں قابل اعتماد					Confused and easily flustered even under normal pressure پریشان، معمولی دباؤ میں حواس پاختہ
5. Financial responsibility مالی معاملات میں احساس ذمہ داری exercises due care and discipline احتیاط سے کام لیتا لیتی ہے قواعد و ضوابط کا خیال رکھتا رکھتی ہے۔					Irresponsible غیر ذمہ دار
6. Relations with تعلقات i) Superiors اعلیٰ افسران کے ساتھ Cooperative and trusted معاون اور قابل اعتماد					Un-cooperative غیر معاون
ii) Colleagues رفقاء کے ساتھ Works well in a team مل جل کر اچھا کرتا کرتی ہے					Difficult colleague مشکل رفیق کار
iii) Subordinates ماتحتوں کے ساتھ Courteous and effective; encouraging خوش اخلاق، متوجہ اور حوصلہ دینے والا/والی					Discourteous and intolerant; بداخلاق
7. Behaviour with public عوام کے ساتھ رویہ Courteous and helpful خوش اخلاق اور معاون					Arrogant, discourteous and indifferent مغرور اور لاتعلق

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Directorate of Archives & Libraries
Khyber Pakhtunkhwa Peshawar

	A الف	B ب	C ج	D د	
8. Ability to decide routine matters روزمرہ معمولات کے فیصلے کرنے کی صلاحیت Logical and decisive منطقی اور فیصلہ کن					Indecisive; vancillating متذبذب اور ڈانواں ڈول
9. Knowledge of relevant laws, rules, regulations, instructions and procedures متعلقہ قوانین، قواعد، ضوابط، ہدایات اور طریق کار سے واقفیت Exceptionally well informed, keeps abreast of latest developments. قواعد و ضوابط پر غیر معمولی عبور، تازہ ترین صورت حال سے آگاہ					Ignorant and uninformed لاعلم اور ناواقف
10. Role of the officer in vaccination/ immunization campagin (applicable to district officers like DCOs, Political Agents, EDOs Health and other dealing Officers) پولیویم کے دوران افسر کا کردار (ضلعی افسران جیسا کہ ڈی۔سی۔ او، پولیٹیکل ایجنٹ، ای۔ڈی۔ او ہیلتھ اور دوسرے متعلقہ افسران کے لیے)					Indifferent and sluggish لا تعلق اور سست

PART IV

حصہ چہارم

(REPORTING OFFICER'S EVALUATION)

(رپورٹنگ افسر کا جائزہ)

1. Please comment on the officer's performance on the job as given in Part II(2) with special reference to knowledge of work, quality and quantity of output. How far was the officer able to achieve targets? Do you agree with what has been stated in Part II(2)?

حصہ دوم (۲) میں بیان کی گئی کارکردگی کا جائزہ لیں۔ کام سے متعلق افسر کے علم اور کارکردگی کے معیار و مقدار کے حوالے سے بھی رائے دیں۔ اہداف کو پورا کرنے میں افسر کس حد تک کامیاب رہا رہی؟ کیا آپ حصہ دوم (۲) میں دی گئی معلومات سے متفق ہیں؟

The officer under report has good knowledge of laws and rules, however, he was found shouder responsibility.

Due to late submission of PERS and data it is difficult to evaluate

his actual out put/performance

non submission of any statistical data it is difficult to evaluate

2. Integrity (Morality, uprightness and honesty)

(راست بازی، ایمانداری) دیانت

Doubtful and irresolute

3. Pen picture with focus on the officer's strengths and weaknesses not covered in Part III (weakness will not be considered as adverse entries unless intended to be treated as adverse).

قلمی خاک: افسر کی خوبیوں اور کمزوریوں کا جائزہ لیں (کو تانی کو اس وقت تک منفی تصور نہیں کیا جائے گا جب تک رپورٹنگ افسر ضروری تصور نہ

(کے)

With exception of few like minded colleagues, and subordinates, most of the time he was found in devising plots and intrigues in shape of anonymous letters etc. Even he was found non cooperative with internal audit team.

4. Special aptitude

خصوصی استعداد

No special aptitude with reference to his field and profession noticed.

5. Recommendations for future training

آئندہ تربیت کے لیے سفارشات

*Special training or therapy to develop positivity in his personality.**Alvina*
*DEPUTY DIRECTOR*Directorate of Archives & Libraries
Khyber Pakhtunkhwa Peshawar

6. Overall grading

مجموعی درجہ

		Reporting Officer رپورٹنگ افسر	Countersigning Officer کاؤنٹرسائٹنگ افسر
(i)	Very Good اعلیٰ		
(ii)	Good اچھا		
(iii)	Average اوسط		
(iv)	Below Average اوسط سے کم		✓

7. Fitness for promotion

ترقی کے لیے مہابت

		Reporting Officer رپورٹنگ افسر	Countersigning Officer کاؤنٹرسائٹنگ افسر
(i)	Fit for promotion ترقی کے لیے موزوں		
(ii)	Recently promoted/appointed Assessment premature حال میں ترقی ہو چکی ہے / مزید ترقی عمل از وقت ہے		
(iii)	Not yet fit for promotion ترقی کے لیے ابھی موزوں نہیں		✓
(iv)	Unlikely to progress further مزید ترقی کے قابل نہیں		

Name of the Reporting Officer

Signature

(Capital letters) ZAHIR ULLAH KHAN

دستخط

Designation

Director Archives & Libraries

Date

01/11/2022

عہدہ

تاریخ

DIRECTOR
 Director Archives & Libraries
 Khyber Pakhtunkhwa Peshawar

PART V

حصہ پنجم

(REMARKS OF THE COUNTERSIGNING OFFICER)

(کاؤنٹرسائنگ افسر کی رائے)

1. How well do you know the officer? If you disagree with the assessment of the Reporting Officer, please give reasons

آپ افسر کو کس حد تک جانتے ہیں؟ اگر آپ رپورٹنگ افسر کی رائے سے متفق نہیں تو وجہ بیان کریں

2. Evaluation of the quality of assessment made by the Reporting Officer

رپورٹنگ افسر کے جائزہ کے معیار کے بارے میں کاؤنٹرسائنگ افسر کی رائے

Exaggerated

(مبالغہ آمیز)

Fair

(مناسب)

Biased

(جانب دار)

Name of the Countersigning Officer _____ Signature _____

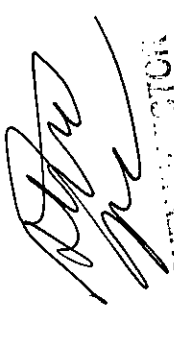
(Capital letters) _____

کاؤنٹرسائنگ افسر کا نام (واضح حروف میں)

Designation _____ Date _____

عہدہ

تاریخ


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Directorate of Archives & Libraries
Khyber Pakhtunkhwa Peshawar

PART VI

حصہ ششم

REMARKS OF THE SECOND COUNTERSIGNING OFFICER (IF ANY)

دوسرے کاؤنٹر سائنگ افسر (بشرط موجودگی) کی رائے

of

Name _____	Signature _____
نام	دستخط
Designation _____	Date _____
عہدہ	تاریخ

GUIDELINES FOR FILLING UP THE PER

- After initiating their PER, the officers under report should immediately fill up the detachable 'Certificate' giving names of the RO/CO and send the same to the Officer Incharge of their respective confidential records. This exercise will ensure proper follow-up of the pending performance evaluation reports by the concerned Ministry/Division/Provincial Government etc.
- Forms should be filled in duplicate, Parts I and II are to be filled by the officer under report and should be typed. Part III and IV will be filled by the Reporting Officer while the Countersigning/Second Countersigning Officers will fill Parts V and VI respectively. The ratings in Part III should be recorded by initialing the appropriate box.
- Each Division, Department, autonomous body and office etc. Is required to prepare specific job descriptions giving main duties of each job to be mentioned in Part-II (1). The job descriptions may be finalized with the approval of the Head of the Organization or any person authorized by him.
- The officer under report should fill Part II (2) of the form as objectively as possible and short term and long term targets should be determined/assigned with utmost care. The targets for each job may be formulated at the beginning of the year wherever possible. In other cases, the work performed during the year needs to be specifically mentioned.
- Assessment by the Reporting Officers should be job-specific and confined to the work done by the officer during the period under report. They should avoid giving a biased or evasive assessment of the officer under report, as the Countersigning Officers would be required to comment on the quality of the assessment made by them.
- The Reporting Officers should support their assessment in Part IV through comments against each characteristic. Their opinions should represent the result of careful consideration and objective assessment so that, if called upon, they could justify the remarks/comments. They may maintain a record of the work done by the subordinates in this regard.
- The Countersigning Officers should weigh the remarks of the RO against their personal knowledge of the Officer under-report and then give their assessment in Part V. In case of disagreement, the Countersigning Officers should give specific reasons in Part V. Similarly, if the Countersigning Officers differ with the grading or remarks given by the Reporting Officer in Part III they should score it out and give their own grading by initialing the appropriate box.
- The Countersigning Officers should make an unbiased evaluation of the quality of performance evaluation made by the RO by categorizing the reports as exaggerated, fair or biased. This would evoke a greater sense or responsibility from the reporting officers.
- The Countersigning Officers should underline, in red ink, remarks which in their opinion are adverse and should be communicated to the officer reported upon. All adverse remarks whether remediable or irreparable should be communicated to the officer under report, with a copy of communication placed in his/her CR dossier. Reporting Officers should ensure that proper counseling is given to the officer under report before adverse remarks are recorded.
- The Reporting and Countersigning Officers should be clear, direct, objective and unambiguous in their remarks. Vague impressions based on inadequate knowledge or isolated incidents should be avoided.
- Reports should be consistent with the pen picture, overall grading and comparative grading.

IMPORANT

- Part I and II of the PER should be duly filled and dispatched to the Reporting Officer not later than the 15th of January. The ROs should forward the report to the Countersigning Officer within two weeks of receipt after giving their views in Parts III and IV. The COs should then finalize their comments in Part V within two weeks of receipt of PER. The Second Countersigning Officers, if any, should also complete their assessment within a period of two weeks.
- Name and designation of Reporting/Countersigning Officers should be clearly written. Comments should be legible and in the prescribed format and which can be easily scanned.
 - Personnel Number is to be filled in by the officer under report, if allotted.
 - Proforma has been devised in English/Urdu to provide flexibility to RO/CO in the choice of language.

[Handwritten signature]
 DEPUTY
 Director of
 Khyber Pakhtunkhwa

CERTIFICATE

Certified that I DILSHAD HOSSAIN KHATTAK Librarian
(Name of Officer) (Group/Service (BS) 18

have on _____ submitted my Performance Evaluation Report
(Date)

to Zahir Ullah Khan, Director Archives & Libraries
(Name/Designation of Reporting Officer)

My countersigning officer is Secretary Higher Education
(Name/Designation of Countersigning Officer)

Name/Designation/Department of Officer

Note:- This certificate is required to be dispatched by the officer being reported upon to the Officer Incharge entrusted with the maintenance of his/her C.R. Dossier on the same date the PER is forwarded to his/her reporting officer.

Guidelines 1

Almas Pasha
DEPUTY DIRECTOR
Directorate of Archives & Libraries
Khyber Pakhtunkhwa Peshawar

GOVERNMENT OF KHYBER PAKHTUNKHWA

حکومت خیبر پختونخوا

Department/Office

Directorate of Archives
& Libraries, Peshawar

مکتبہ ادھر

Service/Group

Provincial

پرووینسیل گروپ

PERFORMANCE EVALUATION REPORT

کارکردگی رپورٹ

FOR THE PERIOD

01-01-2019 TO

31-12-2019

۲۰

تا ۲۰

۲۰

PART I

حصہ اول

(TO BE FILLED IN BY THE OFFICER REPORTED UPON)

(متعلقہ افسر خود پُر کریں)

1. Name (in block letters)

DILSHAD HUSSAIN

(نام واضح حروف میں)

2. Personnel number

00080844

انفرادی نمبر

3. Date of birth

09-03-1964

تاریخ پیدائش

4. Date of entry in service

27-10-1983

ملازمت اختیار کرنے کی تاریخ

5. Post held during the period (with BPS)

Librarian BPS-18

پیش نظر عرصہ میں عہدہ (مع اسکیل)

6. Academic qualifications

MA MLISc BEd DIT

تعلیم

7. Knowledge of languages

(Please indicate proficiency in speaking (S), reading (R) and writing (W))

زبانوں کا علم

English

Urdu

Pashto

SRW

SRW

SRW

1

8. Training received during the evaluation period

متعلقہ عرصہ کے دوران حاصل کی گئی تربیت

Name of course attended کورس کا نام	Duration with dates تاریخوں کے ساتھ دروائیہ	Name of Institution and country ادارے اور ملک کا نام
Micro Computer Use in Library Information Centre Library Management Skill Latest Trend in Library Management Role of ICT in Public Libraries		

9. Period served 36 years
عرصہ ملازمت

(i) In present post

موجودہ عہدے پر

28 years

(ii) Under the Reporting Officer

رپورٹنگ افسر کے ماتحت

Two years

PART II

حصہ دوم

(TO BE FILLED IN BY THE OFFICER REPORTED UPON)

(متعلقہ افسر خود پر کریں)

1. Job description: Physical charge & custodian of the Library.
Assisting chief Librarian in Books Selection Process.
• Member of Books Purchase Committee & Books verification committee.
• Maintenance of Accession Register of the Library.
• Maintenance of Demand list as per user requirements.
• Classification Cataloguing & Computerization of Library Books and other Materials.
• Annual Stock verification of Library Collection.
• Maintaining upto date record of Library Stock.
• Computerize the demand list as per user requirements.
• Keep upto date record of Library receipts.

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Khyber Pakhtunkhwa Peshawar

2. Brief account of performance on the job during the period supported by statistical data where possible. Targets given and actual performance against such targets should be highlighted. Reasons for shortfall, if any, may also be stated.

پیش نظر عرصہ میں کارکردگی کو اعداد و شمار کے ساتھ مختصر بیان کریں۔ ذیل گئے اہداف اور کارکردگی کو نمایاں طور پر لکھیں۔ اہداف نامکمل

- Administered The Services of Library Staff ^{رہ جانے کی وجہ بھی بیان کریں}
- Promoted the Library Services during the year.
- Prepared Annual Budget as well as revised Budget of Library according to the needs and
- Maintained the record of Library Expenditure.
- Provide readers advisory services to different level of Students eg. Primary level, Middle & Secondary.
- Helped the library readers in check out of Books
- Re classified and Labelled about (50) Five Hundred's Old Books.

PART III

حصہ سوم

(EVALUATION BY THE REPORTING OFFICER)

(رپورٹنگ افسر کا جائزہ)

The rating in Part III should be recorded by initialing the appropriate box.

The ratings denoted by alphabets are as follows:

'A' Very Good, 'B' Good, 'C' Average, 'D' Below Average

حصہ سوم میں کارکردگی اندراج متعلقہ خانے میں مختصر دستخط سے کیا جائے۔ حروف کے لحاظ سے درجہ بندی حسب ذیل ہے:

الف: اعلیٰ ب: اچھا ج: اوسط د: اوسط سے کم

For uniform interpretation of qualities, two extreme shades are mentioned against each quality.

سہولت کے لئے ہر صفت کے دو انتہائی درجوں کا ذکر کیا گیا ہے۔

	A الف	B ب	C ج	D د	
1. Intelligence ذہانت Exceptionally bright; excellent comprehension انتہائی ذہین اور مطالعہ فہم					Dull; slow کند ذہن، ست فہم

	A الف	B ب	C ج	D د	
2. Confidence and will power خود اعتمادی اور قوت ارادی Exceptionally confident and resolute انتہائی پر اعتماد اور مستقل مزاج		✓			Uncertain; hesitant عدم اعتماد اور ہچکچاہٹ کا شکار
3. Acceptance of responsibility ذمہ داری اٹھانے کی آمادگی Always prepared to take on responsibility even in difficult cases مشکل معاملات میں بھی ذمہ داری اٹھانے کے لئے ہمیشہ آمادہ				✓	Reluctant to take on responsibility; will avoid it when- ever possible ذمہ داری اٹھانے سے گریز کرتے والا
4. Reliability under pressure دباؤ کی حالت میں کام کرنے کی صلاحیت Calm and exceptionally reliable at all times ہر حالت میں قابل اعتماد				✓	Confused and easily flustered even under normal pressure پریشان، معمولی دباؤ میں حواس بانتے
5. Financial responsibility مالی معاملات میں احساس ذمہ داری exercises due care and discipline احتیاط سے کام لیتا/لیتی ہے تو اعداد و ضوابط کا خیال رکھتا رکھتی ہے۔				✓	Irresponsible غیر ذمہ دار
6. Relations with تعلقات i) Superiors اعلیٰ افسران کے ساتھ Cooperative and trusted معاون اور قابل اعتماد				✓	Un-cooperative غیر معاون
ii) Colleagues رفقائے کار کے ساتھ Works well in a team مل جل کر اچھا کرتا کرتی ہے				✓	Difficult colleague مشکل رفیق کار
iii) Subordinates ماتحتوں کے ساتھ Courteous and effective; encouraging خوش اخلاق، مسوثر اور حوصلہ دینے والا/والی			✓		Discourteous and intolerant; بیادخلاق
7. Behaviour with public عوام کے ساتھ رویہ Courteous and helpful خوش اخلاق اور معاون		✓			Arrogant, discourteous and indifferent مغرور اور لاتعلق

	A الف	B ب	C ج	D د	
8. Ability to decide routine matters روزمرہ معمولات کے فیصلے کرنے کی صلاحیت Logical and decisive منطقی اور فیصلہ کن					Indecisive; vancilliating متذبذب اور ڈانواں ڈول
9. Knowledge of relevant laws, rules, regulations, instructions and procedures متعلقہ قوانین، قواعد، ضوابط، ہدایات اور طریق کار سے واقفیت Exceptionally well informed, keeps abreast of latest developments. قواعد و ضوابط پر غیر معمولی عبور، تازہ ترین صورت حال سے آگاہ					Ignorant and uninformed لاعلم اور ناواقف
10. Role of the officer in vaccination/ immunization campagin (applicable to district officers like DCOs, Political Agents, EDOs Health and other dealing Officers) پولیوہم کے دوران افسر کا کردار (ضلعی افسران اور جیسا کہ ڈی۔سی۔ او، پولیٹیکل ایجنٹ، ای۔ڈی۔ او ہیلتھ اور دوسرے متعلقہ افسران کے لیے)					Indifferent and sluggish لا تعلق اور سست

PART IV

حصہ چہارم

(REPORTING OFFICER'S EVALUATION)

(رپورٹنگ افسر کا جائزہ)

1. Please comment on the officer's performance on the job as given in Part II(2) with special reference to knowledge of work, quality and quantity of output. How far was the officer able to achieve targets? Do you agree with what has been stated in Part II(2)?

حصہ دوم (۲) میں بیان کی گئی کارکردگی کا جائزہ لیں۔ کام سے متعلق افسر کے علم اور کارکردگی کے معیار و مقدار کے حوالے سے بھی رائے دیں۔ اہداف کو پورا کرنے میں افسر کس حد تک کامیاب رہا رہا؟ کیا آپ حصہ دوم (۲) میں دی گئی معلومات سے متفق ہیں؟

The officer has not provided any statistical data in support of performance shown in Part II(2). Hence it is difficult to evaluate his performance. Despite being intelligent and experienced the officer has adopted indifferent attitude and approach toward his duties. I dont agree with his performance mentioned in Part II(2).

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Directorate of Archives & Libraries
Khyber Pakhtunkhwa Feshwar

2. Integrity (Morality, uprightness and honesty)

(راست بازی، ایمانداری) دیانت

Dubious and irresolute

3. Pen picture with focus on the officer's strengths and weaknesses not covered in Part III (weakness will not be considered as adverse entries unless intended to be treated as adverse).

قلمی خاک: افسر کی خوبیوں اور کمزوریوں کا جائزہ لیں (کوٹاہی کو اس وقت تک منفی تصور نہیں کیا جائے گا جب تک رپورٹنگ افسر ضروری تصور نہ

Hesitant toward his official duties and inclined (کے) towards negativity. In a fact finding enquiry the charges of fraudulent use of bogus stamps has been proved and case has been forwarded to Secretary H.E for regular enquiry vide NO 4893/3/10 DA Dated 20/8/2019

4. Special aptitude

خصوصی استعداد

No special aptitude was noticed with reference to his duties

5. Recommendations for future training

آئندہ تربیت کے لیے سفارشات

Special training or therapy to develop positivity in his personality.

DEPUTY DIRECTOR
Directorate of Archives & Libraries
Ministry of Education, Government of Punjab

6. Overall grading

مجموعی درجہ

		Reporting Officer رپورٹنگ افسر	Countersigning Officer کاؤنٹرسائٹنگ افسر
(i)	Very Good اعلیٰ		
(ii)	Good اچھا		
(iii)	Average اوسط		
(iv)	Below Average اوسط سے کم		

7. Fitness for promotion

ترقی کے لیے مناسبت

		Reporting Officer رپورٹنگ افسر	Countersigning Officer کاؤنٹرسائٹنگ افسر
(i)	Fit for promotion ترقی کے لیے موزوں		
(ii)	Recently promoted/appointed Assessment premature حال میں ترقی ہو چکی ہے / مزید ترقی قبل از وقت ہے		
(iii)	Not yet fit for promotion ترقی کے لیے ابھی موزوں نہیں		
(iv)	Unlikely to progress further مزید ترقی کے قابل نہیں		

Name of the Reporting Officer

Signature

(Capital letters) ZAMIR ULLAH KHAN

دستخط

رپورٹنگ افسر کا نام (دائیں حروف میں)

Designation

Director Archives & Lib

Date

01/11/2022

تاریخ

DEPUTY DIRECTOR
Directorate of Archives & Libraries
Khyber Pakhtunkhwa Peshawar

PART V

حصہ پنجم

(REMARKS OF THE COUNTERSIGNING OFFICER)

(کاؤنٹرسائٹنگ افسر کی رائے)

1. How well do you know the officer? If you disagree with the assessment of the Reporting Officer, please give reasons

آپ افسر کو کس حد تک جانتے ہیں؟ اگر آپ رپورٹنگ افسر کی رائے سے متفق نہیں تو وجہ بیان کریں

2. Evaluation of the quality of assessment made by the Reporting Officer

رپورٹنگ افسر کے جائزہ کے معیار کے بارے میں کاؤنٹرسائٹنگ افسر کی رائے

Exaggerated

(مبالغہ آمیز)

Fair

(مناسب)

Biased

(جانب دار)

Name of the Countersigning Officer _____ Signature _____

(Capital letters) _____

کاؤنٹرسائٹنگ افسر کا نام (واضح حروف میں)

دستخط

Designation _____ Date _____

عہدہ

تاریخ

PART VI

حصہ ششم


REMARKS OF THE SECOND COUNTERSIGNING OFFICER (IF ANY)

دوسرے کاؤنٹر سائننگ آفسر (بشرط موجودگی) کی رائے

nt of

آب

Name _____	Signature _____
نام	دستخط
Designation _____	Date _____
عہدہ	تاریخ


 DEPUTY DIRECTOR
 Directorate of Archives & Libraries
 Khyber Pakhtunkhwa Peshawar

GUIDELINES FOR FILLING UP THE PER

- After initiating their PER, the officers under report should immediately fill up the detachable 'Certificate' giving names of the RO/CO and send the same to the Officer incharge of their respective confidential records. This exercise will ensure proper follow-up of the pending performance evaluation reports by the concerned Ministry/Division/Provincial Government etc.
- Forms should be filled in duplicate, Parts I and II are to be filled by the officer under report and should be typed. Part III and IV will be filled by the Reporting Officer while the Countersigning/Second Countersigning Officers will fill Parts V and VI respectively. The ratings in Part III should be recorded by initialing the appropriate box.
- Each Division, Department, autonomous body and office etc. Is required to prepare specific job descriptions giving main duties of each job to be mentioned in Part-II (1). The job descriptions may be finalized with the approval of the Head of the Organization or any person authorized by him.
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- Assessment by the Reporting Officers should be job-specific and confined to the work done by the officer during the period under report. They should avoid giving a biased or evasive assessment of the officer under report, as the Countersigning Officers would be required to comment on the quality of the assessment made by them.
- The Reporting Officers should support their assessment in Part IV through comments against each characteristic. Their opinions should represent the result of careful consideration and objective assessment so that, if called upon, they could justify the remarks/comments. They may maintain a record of the work done by the subordinates in this regard.
- The Countersigning Officers should weigh the remarks of the RO against their personal knowledge of the Officer under-report and then give their assessment in Part V. In case of disagreement, the Countersigning Officers should give specific reasons in Part V. Similarly, if the Countersigning Officers differ with the grading or remarks given by the Reporting Officer in Part III they should score it out and give their own grading by initialing the appropriate box.
- The Countersigning Officers should make an unbiased evaluation of the quality of performance evaluation made by the RO by categorizing the reports as exaggerated, fair or biased. This would evoke a greater sense or responsibility from the reporting officers.
- The Countersigning Officers should underline, in red ink, remarks which in their opinion are adverse and should be communicated to the officer reported upon. All adverse remarks whether remediable or irreparable should be communicated to the officer under report, with a copy of communication placed in his/her CR dossier. Reporting Officers should ensure that proper counseling is given to the officer under report before adverse remarks are recorded.
- The Reporting and Countersigning Officers should be clear, direct, objective and unambiguous in their remarks. Vague impressions based on inadequate knowledge or isolated incidents should be avoided.
- Reports should be consistent with the pen picture, overall grading and comparative grading.

IMPORANT

- Part I and II of the PER should be duly filled and dispatched to the Reporting Officer not later than the 15th of January. The ROs should forward the report to the Countersigning Officer within two weeks of receipt after giving their views in Parts III and IV. The COs should then finalize their comments in Part V within two weeks of receipt of PER. The Second Countersigning Officers, if any, should also complete their assessment within a period of two weeks.
- Name and designation of Reporting/Countersigning Officers should be clearly written. Comments should be legible and in the prescribed format and which can be easily scanned.
- Personnel Number is to be filled in by the officer under report, if allotted.
- Proforma has been devised in English/Urdu to provide flexibility to RO/CO in the choice of language.

[Handwritten signature]
[Handwritten signature]
DEPUTY DIRECTOR
 Directorate of Archives & Libraries
 Khyber Pakhtunkhwa Peshawar

CERTIFICATE

Certified that I DKSHAD HUSSAIN KHATTAK Librarian
(Name of Officer) (Group/Service (BS) - 18

have on _____ submitted my Performance Evaluation Report
(Date)

to ZAMIR ULLAH KHAN Director Archives & Libraries
(Name/Designation of Reporting Officer)

My countersigning officer is Secretary Higher Education
(Name/Designation of Countersigning Officer)

Name/Designation/Department of Officer

Note:- This certificate is required to be dispatched by the officer being reported upon to the Officer Incharge entrusted with the maintenance of his/her C.R. Dossier on the same date the PER is forwarded to his/her reporting officer.

DEPUTY DIRECTOR
Directorate of Archives & Libraries
Khyber Pakhtunkhwa Peshawar

Guidelines 1

For Officers in BPS 17 & 18

RESTRICTED

اسکیل ۱۷ اور ۱۸ کے افسران کے لیے

مہینہ نمبر ۱۱

GOVERNMENT OF KHYBER PAKHTUNKHWA

حکومت خیبر پختونخوا

Department/Office Directorate of Archives & Libraries Pesh: Service/Group Provincial
 محکمہ ادنیٰ آرکائیوز اور کتابخانہ سروس گروپ

PERFORMANCE EVALUATION REPORT

کارکردگی رپورٹ

FOR THE PERIOD

01-01-2020 TO

31-12-2020

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PART I

حصہ اول

(TO BE FILLED IN BY THE OFFICER REPORTED UPON)

(متعلقہ افسر خود پُر کریں)

- Name (in block letters) DILSHAD HUSSAIN
نام (واضح حروف میں)
 - Personnel number 00080844
انفرادی نمبر
 - Date of birth 09-03-1964
تاریخ پیدائش
 - Date of entry in service 27-10-1983
ملازمت اختیار کرنے کی تاریخ
 - Post held during the period (with BPS) Librarian BPS-18
پیش نظر عرصہ میں عہدہ (مع اسکیل)
 - Academic qualifications MA, MLISc, BED Jt
تعلیم
 - Knowledge of languages (Please indicate proficiency in speaking (S), reading (R) and writing (W))
زبانوں کا علم (پ، پڑھنے، اور لکھنے کی صلاحیت)
- | | | |
|---------|-------|--------|
| English | Urdu | Pashto |
| S R W | S R W | S R W |

DEPUTY DIRECTOR
 Directorate of Archives & Libraries
 Khyber Pakhtunkhwa Peshawar

8. Training received during the evaluation period

متعلقہ عرصہ کے دوران حاصل کی گئی تربیت

Name of course attended کورس کا نام	Duration with dates تاریخوں کے ساتھ دروائیہ	Name of Institution and country ادارے اور ملک کا نام
Micro Computer Used in Library & Information Centres. Library Management Skill Latest Trend in Library Management Library Management & Digital Skill.		

9. Period served

عہدہ ملازمت 37 years

(i) In present post

موجودہ عہدے پر
29 years

(ii) Under the Reporting Officer

رپورٹنگ افسر کے ماتحت
3 years

PART II

حصہ دوم

(TO BE FILLED IN BY THE OFFICER REPORTED UPON)

(متعلقہ افسر خود پر کریں)

- Job description Physical charge & custodian of the Library.
Assisting Chief Librarian in Books Selection
Process for the library.
• Member of Books Purchase/Verification Committee.
• Maintenance of accession Register of the Library.
• Maintenance Demand lists as per Library users requirements.
• Classification, Cataloguing and Computerization of Library
Materials.
• Annual Stock Verification of the Library.
• Keeping Record of Library Stock.
• Compilation of Library Record in the light of Departmental
Policy.

2

DEPUTY DIRECTOR
Directorate of Archives & Libraries
Khyber Pakhtunkhwa Peshawar

2. Brief account of performance on the job during the period supported by statistical data where possible. Targets given and actual performance against such targets should be highlighted. Reasons for shortfall, if any, may also be stated.

پیش نظر عرصہ میں کارکردگی کو اعداد و شمار کے ساتھ مختصر بیان کریں۔ دیئے گئے اہداف اور کارکردگی کو نمایاں طور پر لکھیں۔ اہداف نامی

- Utilized the Services and Skills, of Library Staff ^{یہ جاننے کی وجہ بھی بیان کریں} for the Achievement of Library Objectives in the interest of Library Users.
- Prepared Annual & Revised Budget in the light of Library Requirements.
- Utilized the Budget Properly during the year.
- Classified Six Hundred old Books and New books during the year. Assist the readers, students & Promoted Proper use of the Library of Reference Section Newspaper Section PART III Record section, Islamic Section etc. Labelled Max ^{حصہ سوم} Books Through Technical Staff as affected by Sun light etc.

(EVALUATION BY THE REPORTING OFFICER)

(رپورٹنگ افسر کا جائزہ)

The rating in Part III should be recorded by initialing the appropriate box.

The ratings denoted by alphabets are as follows:

'A' Very Good, 'B' Good, 'C' Average, 'D' Below Average

حصہ سوم میں کارکردگی اندراج متعلقہ خانے میں مختصر دستخط سے کیا جائے۔ حروف کے لحاظ سے درجہ بندی حسب ذیل ہے:

الف: اعلیٰ ب: اچھا ج: اوسط د: اوسط سے کم

For uniform interpretation of qualities, two extreme shades are mentioned against each quality.

سہولت کے لئے ہر صفت کے دو انتہائی درجوں کا ذکر کیا گیا ہے۔

	A الف	B ب	C ج	D د	
1. Intelligence ذہانت					
Exceptionally bright; excellent comprehension انتہائی ذہین اور معاملہ فہم					Dull; slow کند ذہین، سست فہم

DEPUTY DIRECTOR
Directorate of Archives & Libraries
Khyber Pakhtunkhwa Peshawar

	A الف	B ب	C ج	D د	
2. Confidence and will power خود اعتمادی اور قوت ارادی Exceptionally confident and resolute انتہائی پر اعتماد اور مستقل مزاج					Uncertain; hesitant عدم اعتماد اور ہچکچاہٹ کا شکار
3. Acceptance of responsibility ذمہ داری اٹھانے کی آمادگی Always prepared to take on responsibility even in difficult cases مشکل معاملات میں بھی ذمہ داری اٹھانے کے لئے ہمیشہ آمادہ					Reluctant to take on responsibility; will avoid it when- ever possible ذمہ داری اٹھانے سے گریز کرتے والا
4. Reliability under pressure دباؤ کی حالت میں کام کرنے کی صلاحیت Calm and exceptionally reliable at all times ہر حالت میں قابل اعتماد					Confused and easily flustered even under normal pressure پریشان، معمولی دباؤ میں حواس پاختہ
5. Financial responsibility مالی معاملات میں احساس ذمہ داری exercises due care and discipline احتیاط سے کام لیتا لیتی ہے قواعد و ضوابط کا خیال رکھتا رکھتی ہے۔					Irresponsible غیر ذمہ دار
6. Relations with تعلقات i) Superiors اعلیٰ افسران کے ساتھ Cooperative and trusted معاون اور قابل اعتماد					Un-cooperative غیر معاون
ii) Colleagues رفقائے کار کے ساتھ Works well in a team مل جل کر اچھا کرتا کرتی ہے					Difficult colleague مشکل رفیق کار
iii) Subordinates ناتحتوں کے ساتھ Courteous and effective; encouraging خوش اخلاق، مؤثر اور حوصلہ دینے والا/والی					Discourteous and intolerant; بد اخلاق
7. Behaviour with public عوام کے ساتھ رویہ Courteous and helpful خوش اخلاق اور معاون					Arrogant, discourteous and indifferent مغرور اور لاتعلق

	A الف	B ب	C ج	D د	
8. Ability to decide routine matters روزمرہ معمولات کے فیصلے کرنے کی صلاحیت Logical and decisive منطقی اور فیصلہ کن				✓	Indecisive; vancillating متذبذب اور ڈانواں ڈول
9. Knowledge of relevant laws, rules, regulations, instructions and procedures متعلقہ قوانین، قواعد، ضوابط، ہدایات اور طریق کار سے واقفیت Exceptionally well informed, keeps abreast of latest developments. قواعد و ضوابط پر غیر معمولی عبور، تازہ ترین صورت حال سے آگاہ		✓			Ignorant and uniformed لاعلم اور ناواقف
10. Role of the officer in vaccination/ immunization campagin (applicable to district officers like DCOs, Political Agents, EDOs Health and other dealing Officers) پولیو مہم کے دوران افسر کا کردار (ضلعی افسران جیسا کہ ڈی۔سی۔ او، پولیٹیکل ایجنٹ، ای۔ڈی۔ او ہیلتھ اور دوسرے متعلقہ افسران کے لیے)		N	A		Indifferent and sluggish لا تعلق اور سست

PART IV

حصہ چہارم

(REPORTING OFFICER'S EVALUATION)

(رپورٹنگ افسر کا جائزہ)

1. Please comment on the officer's performance on the job as given in Part II(2) with special reference to knowledge of work, quality and quantity of output. How far was the officer able to achieve targets? Do you agree with what has been stated in Part II(2)?

حصہ دوم (۲) میں بیان کی گئی کارکردگی کا جائزہ لیں۔ کام سے متعلق افسر کے علم اور کارکردگی کے معیار و مقدار کے حوالے سے بھی

راے دیں۔ اہداف کو پورا کرنے میں افسر کس حد تک کامیاب رہا رہی؟ کیا آپ حصہ دوم (۲) میں دی گئی معلومات سے متفق ہیں

In spite of instruction the officer did not provide progress/performance report and in this regard explanation was called vide letter NO 340/3/10 DA dated 06/03/2020 on account of negligence from duty.

Resultantly the officer under report failed to prove his output qualitatively as well quantatatively mentioned in Part II (2) despite of the fact that officer is well informed and experience in his field.

2. Integrity (Morality, uprightness and honesty)

(راست بازی، ایمانداری) دیانت

Dubious and irresolute

3. Pen picture with focus on the officer's strengths and weaknesses not covered in Part III (weakness will not be considered as adverse entries unless intended to be treated as adverse).

تلمی خاکہ: افسر کی خوبیوں اور کمزوریوں کا جائزہ لیں (کو تائید کو اس وقت تک منفی تصور نہیں کیا جائے گا جب تک رپورٹنگ افسر ضروری تصور نہ

The MLIS degree of the officer has been reported (کے) bogus and the officer is reluctant to verify the same from HEC. In this regard Chairman H.E.C has been requested vide NO 1837/3/178 dated 30/11/2020 for verification of his degree on the basis of which the officer was promoted twice from BPS 16 to 17 and then 18.

4. Special aptitude

خصوصی استعداد

The officer have never shown interest in his official duties.


5. Recommendations for future training

آئندہ تربیت کے لیے سفارشات

Recommendation of the officer to job related training is wastage of Govt funds, however training or therapy to boost positivity toward his duties is highly recommended.


6. Overall grading

مجموعی درجہ

		Reporting Officer رپورٹنگ افسر	Countersigning Officer کاؤنٹر سائننگ افسر
(i)	Very Good اعلیٰ		
(ii)	Good اچھا		
(iii)	Average اوسط		
(iv)	Below Average اوسط سے کم		

7. Fitness for promotion

ترقی کے لیے مناسبت

		Reporting Officer رپورٹنگ افسر	Countersigning Officer کاؤنٹر سائننگ افسر
(i)	Fit for promotion ترقی کے لیے موزوں		
(ii)	Recently promoted/appointed Assessment premature حال میں ترقی ہو چکی ہے / مزید ترقی قبل از وقت ہے		
(iii)	Not yet fit for promotion ترقی کے لیے ابھی موزوں نہیں		
(iv)	Unlikely to progress further مزید ترقی کے قابل نہیں		

Name of the Reporting Officer _____

Signature _____

(Capital letters) ZAHIR ULLAH KHAN

رپورٹنگ افسر کا نام (دو اعلیٰ حروف میں)

Signature _____

Date _____

Director Archives & Libraries

تاریخ

01/11/2022

PART V

حصہ پنجم

(REMARKS OF THE COUNTERSIGNING OFFICER)

(کاؤنٹرسائنگ افسر کی رائے)

1. How well do you know the officer? If you disagree with the assessment of the Reporting Officer, please give reasons

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رپورٹنگ افسر کے جائزہ کے معیار کے بارے میں کاؤنٹرسائنگ افسر کی رائے

Exaggerated

(مبالغہ آمیز)

Fair

(مناسب)

Biased

(جانب دار)

Name of the Countersigning Officer _____ Signature _____

(Capital letters) _____

کاؤنٹرسائنگ افسر کا نام (دائیں حروف میں)

Designation _____ Date _____

عہدہ

تاریخ

DEPUTY DIRECTOR
Directorate of Archives & Libraries
Khyber Pakhtunkhwa Peshawar

PART VI

حصہ ششم

REMARKS OF THE SECOND COUNTERSIGNING OFFICER (IF ANY)

دوسرے کاؤنٹر سائینگ افسر (بشرط موجودگی) کی رائے

Name

Signature

دستخط

Designation

Date

تاریخ

Handwritten signature

DEPUTY DIRECTOR
Directorate of Archives & Libraries
Khyber Pakhtunkhwa
Peshawar

GUIDELINES FOR FILLING UP THE PER

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- Personnel Number is to be filled in by the officer under report, if allotted.
- Proforma has been devised in English/Urdu to provide flexibility to RO/CO in the choice of language.

GOVERNMENT OF N.W.F.P
DIRECTORATE OF ARCHIVES & LIBRARIES

Dated Peshawar the 7th August 2003

ORDER

No. 1270 /3/10/DA&L After going through the report of the Inquiry Committee, constituted vide No. 707-14/3/10/DA, Dated 7.5.2003 against Mr. Dilshad Hussain, Librarian, Directorate of Archives & Libraries, NWFP, Peshawar, the Competent Authority agrees with the findings of the Inquiry Committee that Mr. Dilshad Hussain, Librarian is found guilty of misconduct and imposes minor penalty of Censure upon him within the meaning of Section 3 of the North West Frontier Province Removal from Service (Special Powers) Ordinance, 2000 as amended 2001.

He is also not suitable to hold the post of Drawing and Disbursing Officer

in future
DEPUTY DIRECTOR
Directorate of Archives & Libraries
Khyber Pakhtunkhwa Peshawar

Zahir Ullah Khan
(ZAHIR ULLAH KHAN)

Director of Archives & Libraries, NWFP,
Peshawar.

Endorsement No. & Date Even

Copy forwarded to: -

1. Mr. Dilshad Hussain, Librarian, Directorate of Archives & Libraries, NWFP, Peshawar for information.
2. Members of the Inquiry Committee.
3. Office Order File.

J
Director of Archives & Libraries, NWFP,
Peshawar.

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HIGHER EDUCATION DEPARTMENT

11/16/10
5/17/10

NO. SO (TRG) HE/16-1/2005/Vol: III.
Dated Peshawar the 09-07-2006.

To

The Director,
Archives and Libraries,
NWFP, Peshawar.

Subject:- APPEAL/REPRESENTATION.

Dear Sir,

I am directed to refer to your letter No. 695/3/10/Dir: A&L dated 10-06-2006 on the subject noted above and to state that the competent authority/secretary considered representation of Mr. Dilshad Hussain, Librarian, Khushal Khan Khattak Library, Akora Khattak, Distt: Nowshera and has pleased to reduce minor penalty stoppage of three increments to two.

Yours faithfully

SECTION OFFICER (TRAINING)
HIGHER EDUCATION DEPARTMENT

ENDSTT: NO. & DATE EVEN:

Copy of the above is forwarded to the Mr. Dilshad Hussain, Librarian, c/o of Directorate of Archives and Libraries NWFP, Peshawar.

SECTION OFFICER (TRAINING)
HIGHER EDUCATION DEPARTMENT.

DEPUTY DIRECTOR
Directorate of Archives & Libraries
Khyber Pakhtunkhwa Peshawar

DD / Encl ESTH
5/17