

E- TRANSFER VERIFICATION, MAY- 2023

Name:	CNIC
Designation:	Date Of Birth:
Date Of Joining In Service	
Date Of Joining In Current School	
Name Of School with EMIS Code	
Nature Of E-Transfer	Open Merit/ Promotion / Wedlock / Disable / Divorced / Widow
Promotion Notification No. _____ Dated: _____ Sr. No. _____ Seniority No. _____	
Have you available before this the benefit of transfer on the basis of compassionate ground:	Yes / No
Name Of Selected School with EMIS Code	
Verification Of Vacancy against Selected by Committee	

Thumb Impression:

Signature:

I certified the above mentioned information and verified documents for e-transfer with the request to **APPROVE** for the verification.

- **Verified by Member (Name & Signature)** _____

- **Verified by Convener (Name & Signature)** _____

E- TRANSFER VERIFICATION MAY- 2023

Subject:- **REQUEST FOR REJECTION MY APPLICATION ON MY OWN WILL**

Name:	CNIC
Designation:	Date Of Birth:
Date Of Joining In Service	
Date Of Joining In Current School	
Name Of Current School with EMIS Code	
Name Of Selected School with EMIS Code	
Nature Of E-Transfer	
<p>I, Mr/ Mst. _____ CNIC # _____ has been applied for E-transfer and selected but due to my domestic issue I am unable to verify my documents. I requested that my E-transfer application ID No. _____ may kindly be cancelled/ rejected on my own will. I am fully responsible of my statement.</p>	

CANDIDATE

Thumb Impression:

Signature:

I certified the above mentioned request and submitted for **REJECTION**.

- **Verified by Member (Name & Signature)**_____

- **Verified by Convener (Name & Signature)**_____

Note:- Please Affidavit on stamp paper must be attached.

Mutual E-Transfer Verification May, 2023

1st Member

Name:	CNIC #:		
Designation:	Date of Birth:		
Date of Joining in Service:			
Remaining Service	___ DD	___ MM	___ YY
Date of Joining in current School:			
Name of School with EMIS Code:			

2nd Member

Name:	CNIC #:		
Designation:	Date of Birth:		
Date of Joining in Service:			
Remaining Service	___ DD	___ MM	___ YY
Date of Joining in current School:			
Name of School with EMIS Code:			

I, **Mr/Mst.** _____, CNIC# _____ certified that I shall ensure my continual service/duties for **one year** after availing the benefit of this mutual E- transfer. In this period I shall never applied for resignation /pre-matured retirement till the completion of condition of **one year** service. In case of deviation/violation of condition, the department will have the right for proceeding under PEEDA Act,2006.

Signature _____ Thumb: _____

I, **Mr/Mst.** _____, CNIC# _____ certified that I shall ensure my continual service/duties for **one year** after availing the benefit of this mutual E- transfer. In this period I shall never applied for resignation /pre-matured retirement till the completion of condition of **one year** service. In case of deviation/violation of condition, the department will have the right for proceeding under PEEDA Act,2006.

Signature _____ Thumb: _____

I certified the above mentioned information and verified documents for e-transfer with the request to **APPROVE** for the verification.

- **Verified by Member (Name & Signature)** _____
- **Verified by Convener (Name & Signature)** _____

DOCUMENTS REQUIRED FOR VERIFICATION

Necessary documents for all Categories:

- Application Form
- Copy of CNIC
- Latest Salary slip
- Copy of Matriculation certificate
- Copy of 1st appointment order & joining

For Promotion:

- Copy of promotion Notification

Compassionate Ground:

Wedlock:

- Copy of Nikah Nama
- Copy of CNIC of Spouse
- Copy of domicile/ service card of spouse

Divorced/ widow:

- Copy of divorced/ death certificate
- Copy of Nikah Nama

Medical/ Disable Ground:

- Copy of Disability /Medical Certificate

Mutual:

Verification will be made on the conditions:

- Both teachers physical present at the time of verification
- No mutual transfer will verify in case of less than one year remaining service

AFFIDAVIT

1. That, I, Mr. / Mrs. _____ CNIC # _____ applied for mutual transfer with Mr. / Mrs. _____ CNIC # _____ during the ban lifted by the school Education Department Punjab Lahore in the month of May-June 2023.
2. That the mutual transfer is being done with the mutual consent of both the teachers.
3. **That I solemnly declare that I will not apply for pre mature retirement within one year of this mutual transfer. And if I apply for premature retirement, my transfer order shall stand cancelled as per instructions by the department and I will not file any appeal at any forum regarding my cancellation of transfer.**
4. That I will have no objection if the department initiates disciplinary action in violation the rules of transfer policy and will not submit any request to this department and even before the honorable court in case any penalty imposed by the department.
5. That once the transfer orders issued, I shall be bound to comply and in case of failure the department has the right to invoke disciplinary proceedings.
6. **That I shall join the new place within the given timeline and if failed, my transfer order shall stand cancelled and I shall be bound to perform my duties at parent place of posting.**
7. **That I have not applied for mutual transfer with the teacher who has been promoted but the promotion is not actualized. If this is proved at any stage, I shall be held responsible for disciplinary action under the rules.**
8. That I am writing all this in my senses and I will not back out from any word of this affidavit and no one has forced me.

Member # 1	Member #2
Name:	Name:
Designation:	Designation:
School Name:	School Name:
CNIC #	CNIC #
Signature:	Signature:
Thumb Impression:	Thumb Impression: