



No.SO(EF-I)Promotion/2025
**GOVERNMENT OF THE PUNJAB
HIGHER EDUCATION DEPARTMENT**

Dated Lahore, the 1st July, 2025

To,

The Incharge (MIS),
Government of the Punjab,
Higher Education Department.

SUBJECT: OPENING OF E-TRANSFER ROUND FOR IN SERVICE PROMOTION.

I am directed to refer to the subject cited above and to state that pursuant to the approval of Transfer Policy-2024, the Competent Authority has been pleased to approve the opening of transfer round for in-service promoted following Librarian (BS-17) for the adjustment / posting as Senior Librarian (BS-18) of newly promoted officers:

Sr.No.	Sen. No.	Name & Designation
01	01/G	Mrs. Javaria Javed D/o Javed Iqbal Librarian BS-17, Govt. Islamia Graduate College for Women, Lahore Cantt.
02.	02/G	Mrs. Samina Naz D/o Hafiz Ghulam Saddique, Librarian BS-17, Govt. Graduate College, Vehari.

Schedule

Sr. No	Action	Timelines
1.	Updating the status of newly promoted officers.	3 rd July 2025
2.	Starting E-posting round	3 rd July 2025
3.	Soliciting E-posting applications on HED Punjab, Mobile App (Male/Female)	4 th July 2025 To 7 th July 2025
4.	Display of merit on CIS Website and Mobile App	8 th July 2025
5.	Grievance Redressal	9 th July 2025 to 11 th July 2025
6.	Issuance and display of orders	14 th July 2025
7.	Relieving and joining time	till 18 th July 2025

- (i) Only Librarian (BS-17) can apply in this round, who were promoted / cleared for promotion without any condition.

- (ii) Each promoted officer may be provided upto a maximum of 03 preferences from the existing vacant positions.
- (iii) Posting orders of the promoted officers shall be issued according to the seniority & preference (s).
- (iv) If promoted Librarian do not provide any preference or fail to actualize their promotion through the E-Transfer Round, posting orders shall be issued by the department against the available vacancies.
- (v) These posting orders will be made as per requirement of work load managements through the E-portal.
- (vi) Any promoted librarian who does not join her new/assigned post within the prescribed joining time mentioned in the posting order; the same shall be cancelled / withdrawn and will not be allowed to exercise her option till the next round of transfer.
- (vii) The promoted librarian shall submit their applications on HED Punjab Mobile Application. The mobile application can be downloaded from Google Play Store or following link can be used for downloading and installing the mobile application.

<http://play.google.com/store/apps/details?id=pk.gov.pitb.cis@pcampaignid=webshare>.

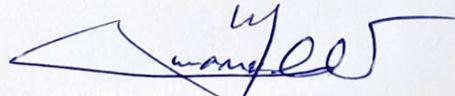
02. A tutorial video containing detailed guidelines regarding submission of online applications will be available on the website of Higher Education Department and Directorate of Public Instructions (Colleges), Punjab, Lahore.

**SECRETARY
HIGHER EDUCATION DEPARTMENT**

No. & Date Even:

A copy is forwarded for information and necessary action to:-

- (i) DPI (Colleges), Punjab, Lahore / South Punjab, Multan
- (ii) Project Director, PITB, Lahore
- (iii) All Divisional Directors of Education (Colleges) in Punjab
- (iv) All Deputy Directors (Colleges) in Punjab
- (v) Incharge MIS with the direction to upload the same on official website
- (vi) PS to Secretary / Special Secretary, Higher Education Department
- (vii) PA to Additional Secretary (A&G/Estt.) Higher Education Department
- (viii) PA to Deputy Secretary (EM/FM) Higher Education Department
- (ix) The Section Officer (EM-I), Higher Education Department.



SECTION OFFICER (EF-I)