



**NO.SO(G-I) SE&LD(CIRCULAR)/2020**  
**GOVERNMENT OF SINDH**  
**SCHOOL EDUCATION & LITERACY DEPARTMENT**

**Karachi, dated the 20<sup>th</sup> February, 2020**

**C I R C U L A R .**

The Secretary, School Education & Literacy Department, Government of Sindh has shown displeasure that concerned Officers of this Department are not disposing daily routine work of their relevant offices i.e. Dak, Files and other correspondence of any nature in time, Moreover, lot of files are pending for months in various offices causing not only problems for people coming from far flung areas but also embarrassing situation in Courts of Law for Higher Officers..

2. All Officers of Secretariat as well as Directorate of School (Primary / ES&HS) and Allied Institutions of School Education & Literacy Department are hereby once again directed to dispose off their relevant files, Dak or any other correspondence on **Daily Basis**, without delay.

3. All Officers of Secretariat as well as Directorate of School (Primary / ES&HS) and Allied Institutions of School Education & Literacy Department, are hereby requested to ensure compliance on the instructions failing which disciplinary proceedings shall be initiated under E&D Rules-1973.

**-KHALID HYDER SHAH-**  
**-SECRETARY TO GOVT. OF SINDH-**

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Karachi dated 20<sup>th</sup> February, 2020

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

1. The Special Secretary, School Education & Literacy Department.
2. The Additional Secretary (All), School Education & Literacy Department.
3. The Director General, Provincial Institution of Teachers Education PITE, Nawabshah .
4. The Director, Curriculum, Assessment & Research @ Jamshoro.
5. The Director, Teachers Training Institution Sindh, Hyderabad.
6. The Chief Engineer, Karachi/Hyderabad/Sukkur.
7. The Director General, Directorate of Inspection/Reg. of Private Institutions in Sindh.
8. The Director, Inspection Government Institutions, Sindh, Karachi.
9. The Director, Human Resources & Training (HR&T), Karachi.
10. The Director, Sindh Teachers Education Development Authority (STEDA) Karachi.
11. The Director, Planning Development & Research (PD&R), Karachi.
12. The Chairman, Sindh Text Book Board (STBB) Jamshoro.
13. The Director, Directorate of Monitoring & Evaluation, Karachi.
14. The Director, Non-formal Basic Education, Karachi.
15. The Director School Education (Primary/ES&HS) All in Sindh
16. The Deputy Secretary (All) School Education & Literacy Department, Karachi.
17. The Section Officer (All) School Education & Literacy Department.
18. PS to Minister for School Education & Literacy Department, Karachi.
19. P.S to Secretary, School Education & Literacy Department.
20. Office order file.
21. Official Website.



  
**(ABDUL NABI BHUTO)**  
SECTION OFFICER (GA)