



Tel: 042-99201874
Email: soboards@gmail.com

No. SO(BOARDS)13-1/2025
**GOVERNMENT OF THE PUNJAB
HIGHER EDUCATION DEPARTMENT**

Dated the Lahore, 12th February, 2025

To

All the Chairpersons,

Boards of Intermediate & Secondary Education in Punjab.

Subject: MEASURES FOR SSC/ HSSC 1st (ANNUAL) EXAMINATION, 2025

I am directed to refer to the subject captioned above and state that SSC and HSSC, 1st Annual Examinations, 2025, are expected to commence from **04th March and 29th April, 2025**, respectively.

2. For efficient and smooth conduct of forthcoming SSC/HSSC, 1st Annual Examinations, 2025, by all the Boards in Punjab, following measures are required to be taken immediately:

- i. An Examination Monitoring Cell has been established in the Higher Education Department, to monitor the SSC/ HSSC, 1st Annual Examinations, 2025. This Cell will submit daily situation reports to the Chief Minister Punjab, Minister for Higher Education, Chief Secretary, Punjab & Secretary, Higher Education Department. All the Chairpersons, Boards of Intermediate & Secondary Education in Punjab will forward daily situation reports of both morning & afternoon papers to the Monitoring Cell through whatsapp on 0332-8343552 and email address soboards@gmail.com, dsboards.hed@gmail.com. Any direction issued by the Monitoring Cell shall be taken seriously and all possible efforts shall be made to implement such directions.
- ii. Special Squads for monitoring at district level shall be constituted by the respective Chairpersons of the Boards. One male and one female member will be appointed in special squads in each district. The squads shall submit their inspection reports on daily basis to the Chairperson of the concerned Board by endorsing a copy of the same to the Convener, Examination Monitoring Cell. The male and female members of the squads shall inspect male & female examination centres respectively in their districts.
- iii. Chairpersons Boards will take all measures for smooth conduct of examinations.
- iv. Chairpersons Boards will ensure that the infrastructure, especially condition of all examination centres is satisfactory.

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- v. All Chairpersons / Controllers of Examinations will remain present in the jurisdiction of their Boards during the conduct of HSSC 1st (Annual) Examinations, 2025. They will not leave their respective jurisdiction without getting prior permission in writing. During examination days, one of the officers of the Board, Chairperson / Secretary / Controller will remain present on the board's premises for immediate action on the directions of the Monitoring Cell and complaints received from field.
- vi. At the end of examination, Chairpersons will submit a report regarding number of visits made by the Chairperson / Controller / Secretary of the Board and members Special Squads, directions received from the Monitoring Cell and complaints from field and their addressal.
- vii. All Chairperson Boards will ensure that qualified and best supervisory staff will be deputed and list of staff will be provided to the concerned Director of Education (Colleges), and Chief Executive Officers of District Education Authorities before the commencement of examinations under intimation to the Higher Education Department and the concerned DPI.
- viii. All Directors of Education (Colleges), and Chief Executive Officers of District Education Authorities will ensure the availability of all supervisory staff deputed by the Boards. Absence of supervisory staff in examination / marking centres would be viewed seriously and will be proceeded under disciplinary rules.
- ix. It has been observed that during the conduct of Board's Examinations, proper co-operation and assistance is not extended by the Heads of Institutions in terms of provisions of building, furniture and human resources required for the said purpose. All heads of the Government educational institutions are required to co-cooperate and extend full support to the Board of Intermediate and Secondary Education in the conduct of examinations. Any violation of these instructions would be viewed seriously. Resident Inspector will ensure their presence at the examination centres till completion of the examinations.
- x. Chairpersons Boards will hold a meeting with the Directors of Education (Colleges), Chief Executive Officers of District Education Authorities and members of Special Squads for necessary instructions/availability of supervisory staff/date sheet/center building statements/infrastructure.
- xi. Chairpersons Board will establish District Control Rooms and notify Committees in consultation with Deputy Commissioners and DPOs. Notifications of such Committees will also be sent to the Monitoring Cell. Chairpersons Boards will hold a meeting with Committees to evolve plan for smooth conduct of examination. Chairpersons Boards will also ensure media coverage with reference to the measures taken by the Board/Government.

- xii. Chairperson Boards will also request, in writing, the Deputy Commissioner /District Administrator in their jurisdiction for imposition of Section 144 around the centres.
- xiii. Chairpersons Boards will provide lists of building notices to District Police Officers in their jurisdiction for deployment of Police contingents.
- xiv. Chairpersons Boards will send the list of hard/sensitive centres and special days to the Deputy Commissioners and DPOs for special arrangements.
- xv. Chairpersons Boards will send a list of "Ghunda Elements" and "Booti Mafias" likely to be involved in SSC/ HSSC, 1stAnnual Examinations, 2025 to the Deputy Commissioners/DPOs before the commencement of examination.
- xvi. All Directors of Education (Colleges) and CEOs in Punjab are requested to endorse the above instructions to all Heads of Educational Institutions in their jurisdiction.
- xvii. Examination centers will be established in public sector buildings having large capacity and an approachable / convenient access. To this effect, public colleges, schools, universities will be accorded priority. As a policy, large halls should be preferred, instead of scattered countless small rooms to ensure reduction in number of examination centers as far as possible, in order to ensure cost & resource efficiency and better supervision. Whereas, notorious examination centers will be scrapped / blacklisted.
- xviii. As highlighted by Boards, in case there is no other option than to select private colleges / schools as examination center, due to non-availability of suitable public / rented private halls in the area, the decision to select a private institution as exam center will be ratified by BOG of the respective BISE, on case to case basis.
- xix. Each Board will undertake a rigorous exercise to purge its Conduct Branch off all the unscrupulous elements. Scrutiny of the personnel serving in Conduct Branch will be conducted through Special Branch.
- xx. Installation of cameras in examination halls for coverage of the examination will be ensured by BISEs.
- xxi. There will be complete ban on hiring of private invigilators, in any case; staffing shall be ensured through SED / HED only. In case of any emergent situation, respective Resident Inspector, Deputy Director (Colleges) & CEO (Education) shall be jointly responsible to ensure suitable replacement. In this regard, HED & SED will issue instructions for compliance by the said officers.
- xxii. To attract dedicated HR for supervisory duty, each BISE will enhance remuneration packages. All Boards will pay Rs.1800 for single duty and Rs. 2500 for double duty.
- xxiii. Board will scrutinize lists of supervisory staff on the basis of

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- their previous record. Soon after, the Board will refer the particulars of Supervisory Staff to Special Branch for clearance. Permanent blacklisting of the staff not cleared in scrutiny will be ensured.
- xxiv. In order to ward off any possible collusion / nexus, BISEs shall ensure random shuffling of supervisory staff after every 02 days. The shuffling will be within a tehsil but not in the previous Union Council. Moreover, the shuffling will be individual based, and not team based.
- xxv. Each BISE will forward a reference against the absconders and delinquent employees of HED / SED to initiate disciplinary proceedings against them.
- xxvi. Role of Resident Inspectors / Head of the institutes will be re-emphasized and reinvigorated. Instead of their merely-ceremonial presence, which too was found missing in many cases during SSC exam, 2024, the Institute heads / RIs and Mobile Inspectors shall also be held responsible for any untoward incident, misappropriation or malpractice at their respective Centre.
- xxvii. To ensure the Secrecy of Examination Papers, printing of the QR code / uniquely identifiable water-mark on each question paper will be ensured.
- xxviii. Zero-tolerance policy will be implemented in case of any premature leakage of question paper on Social media or otherwise. FIRs / disciplinary action against respective center in-charge/ whole team & administrators of social media groups/ web pages will be taken.
4. It is desired that necessary action may be taken on priority basis and compliance report to this effect may be sent to the Higher Education Department.

- Feb 12th, 2025

(MUHAMMAD TABISH NASEER)
SECTION OFFICER (BOARDS)

C.C:

1. PSO to Secretary to Governor, Punjab.
2. PSO to Secretary to Chief Minister, Punjab.
3. The Staff Officer to Chief Secretary, Punjab.
4. The DPI (Colleges), Punjab.
5. The DPI (Secondary Education), Punjab.
6. The DPI (Elementary Education), Punjab.
7. All CEOs of District Education Authorities in Punjab.
8. P.S. to Secretary Schools Education, Government of the Punjab, Lahore.
9. P.S. to Secretary Higher Education, Government of the Punjab, Lahore.

No.SO(BOARDS)13-1/2025
GOVERNMENT OF THE PUNJAB
HIGHER EDUCATION DEPARTMENT

Dated the Lahore 12th February, 2025



To

The Secretary,
Government of the Punjab,
Home Department,
Lahore.

Attention: **Additional Secretary (Judicial).**

Subject: **JUDICIAL SUMMARY TRIAL POWER FOR CHAIRPERSONS BOARDS OF INTERMEDIATE & SECONDAR EDUCATION IN PUNJAB.**

I am directed to refer to your office Notification No. SO (Judl-II)6-1/93, dated 01.04.2008 on the subject noted above and to enclose herewith a copy of Examination schedule to be held by Boards of Intermediate and Secondary Education, Punjab.

2. In this regard, it is stated that the SSC and HSSC 1st (Annual) Examination, 2025 are scheduled to commence from **04th March, 2025 and 29th April, 2025**, respectively. In order to accomplish this important task, all Chairpersons of Boards of Intermediate and Secondary Education in Punjab are required to be empowered to conduct summary trial of all offences under Section 3(2) of the Punjab Universities and Boards of Intermediate and Secondary Education Malpractices Act, 1950, within the area of their jurisdiction.

3. In view of foregoing, it is requested that the following Chairpersons, Boards of Intermediate and Secondary Education in Punjab be invested with powers of Magistrate First Class during the examinations to be held during 2025:-

1. **Chairperson**, Board of Intermediate and Secondary Education, Bahawalpur
2. **Chairperson**, Board of Intermediate and Secondary Education, D.G Khan
3. **Chairperson**, Board of Intermediate and Secondary Education, Faisalabad
4. **Chairperson**, Board of Intermediate and Secondary Education, Gujranwala
5. **Chairperson**, Board of Intermediate and Secondary Education, Lahore
6. **Chairperson**, Board of Intermediate and Secondary Education, Multan
7. **Chairperson**, Board of Intermediate and Secondary Education, Rawalpindi
8. **Chairperson**, Board of Intermediate and Secondary Education, Sahiwal
9. **Chairperson**, Board of Intermediate and Secondary Education, Sargodha

- *Feb 12th, 2025.*
(MUHAMMAD TABISH NASEER)
SECTION OFFICER (BOARDS)

C.C.

1. All the Chairpersons, Boards of Intermediate & Secondary Education in the Punjab.
- ✓ 2. P.S to Secretary Higher Education Department.



No. SO(BOARDS)13-1/2025
GOVERNMENT OF THE PUNJAB
HIGHER EDUCATION DEPARTMENT

Dated the Lahore, 12th February, 2025

Tel: 042-99201874
Email: soboards@gmail.com

To,

The Secretary,
Government of the Punjab
School Education Department

Subject: POOR RESPONSE REGARDING AVAILABILITY OF HUMAN RESOURCE FOR CONDUCT OF UP-COMING SSC/HSSC, 1st ANNUAL EXAMINATIONS, 2025

I am directed to refer to the subject and to state that HSSC and SSC 1st Annual Examinations, 2025, are scheduled to commencing from 04th March, 2025 and 29th April, 2025, respectively.

2. This department solicits your kind support to steer this important exercise towards successful accomplishment of the same in public interest. To this effect, it is imperative that the bottlenecks and barriers, previously observed on the road to befitting accomplishment, be addressed / redressed proactively. For example, poor response is received from the teachers who have shown interest in appointment as supervisory staff, i.e., Superintendents, Deputy Superintendents & Invigilators. Especially, availability of invigilators at female centres is a cause of concern. Furthermore, it has been observed that most of the deputed invigilators do not report for duty at the assigned centres, leaving the Superintendents to arrange the invigilating staff at the earliest hour, which creates a lot of problems during examinations.

3. Following are the main causes of response from the staff deputed for examination duty:-

- i. District Administration/Head of Institution does not allow the teachers to perform examination duty due to the fear of poor performance of their Districts.
- ii. Marking of teachers as absent by the DMOs during inspection of Schools.
- iii. DEAs/Deputy DEAs& Heads of institutions hesitate to allow the teachers to perform examination duty due to fear of poor performance.

4. I am, therefore, directed to request your good-self to kindly issue necessary instructions to all the Chief Executive Officers of District Education Authorities in Punjab and Directors to ensure availability of teachers for assigned duties of examination so that the forthcoming SSC / HSSC, 1st Annual Examinations, 2025, may be conducted smoothly. - Feb 12th, 2025

(MUHAMMAD TABISH NASEER)
SECTION OFFICER (BOARDS)

C.C

1. The Secretary PBCC, Lahore.
2. All Chairpersons, Boards of Intermediate & Secondary Education in the Punjab.
3. The DPI (Colleges) Punjab, Lahore
4. The DPI Schools (Secondary/ Elementary) Punjab, Lahore
5. P.S to Secretary, Higher Education Department



Tel: 042-99201874

To

No. SO(BOARDS)13-1/2025
GOVERNMENT OF THE PUNJAB
HIGHER EDUCATION DEPARTMENT

Dated the Lahore, 12th February, 2025

All Chairpersons,
Boards of Intermediate & Secondary Education,
Punjab.

Subject: IMPLEMENTATION OF MEASURES TAKEN FOR SSC/HSSC, 1st ANNUAL EXAMINATIONS, 2025

I am directed to refer to the subject and to state that SSC and HSSC, 1st Annual Examinations, 2025, are scheduled from **04th March, 2025 and 29th April, 2025**, respectively. Prior to commencement of Examinations, the Boards are required to take all necessary steps, in accordance with law, for the smooth & fair conduct of examinations and to also ensure the following arrangements:

- i. Issuance of Roll No. Slips to the candidates.
- ii. Installation of CCTV cameras in the sensitive Examination Centres and ensure the provision of internet access to the cameras.
- iii. Allotment of Centres in big hall of public sector institutes.
- iv. Provision of Supervisory Staff and mechanism of their continuous shuffling to other centres after 02-days.
- v. Availability of Supervisory staff deputed by the Boards and their due scrutiny from special branch.
- vi. Installation of CCTV cameras at sensitive examination centres and provision of internet access to those cameras.
- vii. Appointment of Mobile Squads.
- viii. Provision of list of supervisory staff to concerned Director of Education (Colleges), CEOs of District Education Authority etc.
- ix. Appointment of Special Squad for Monitoring at District Level.
- x. Provision of Answer Books.
- xi. Completion of Question Papers with QR Code and Watermarks.
- xii. Establishment of Special Squad for Monitoring at District level.
- xiii. Establishment of District Control Room and notification of committees.
- xiv. Imposition of Section 144 around the centres.
- xv. Provision of list of examination centres to DPO for deployment of Police contingent.
- xvi. Provision of list of hard/sensitive centres and special days to Deputy Commissioners/DPOs for special arrangements.
- xvii. Provision of list of Rogue elements/ Booti Mafia likely to be involved in the examination to Deputy Commissioners/ DPO.
- xviii. Initiation of inquiry references against the absconder staff and their involvement in any kind of malpractices in examination.

2. I am further directed to request you to furnish the implementation status regarding aforementioned measures taken by all the Boards in a consolidated form by **04th March, 2025 and 29th April, 2025** positively for information of the Secretary, Higher Education Department.

Feb 12th, 2025
(MUHAMMAD TABISH NASEER)
SECTION OFFICER (BOARDS)

C.C

1. All the Chairpersons, BISEs in Punjab for strict compliance.
2. P.S to Secretary, Higher Education Department.

TIME LIMIT CASE
OUT TO DAY
TOP PRIORITY



Tel: 042-99201874
Email: soboards@gmail.com

No. SO(BOARDS)13-1/2025
GOVERNMENT OF THE PUNJAB
HIGHER EDUCATION DEPARTMENT
Dated the Lahore, 12th February, 2025

To

All Secretaries,
Boards of Intermediate & Secondary Education,
Punjab.

Subject: PROVISION OF EXAMINATION FILES FOR SSC/HSSC 1ST (ANNUAL) EXAMINATION, 2025.

I am directed to refer to the subject and request you to kindly ensure the provision of the following information to the Higher Education Department for smooth & efficient conduct of SSC/HSSC, 1st Annual Examinations, 2025:

- i) 15-sets of files containing date sheets / building notices / centre statement with the break-up and other related documents.
- ii) 15 lists / sets of Hard Centres of SSC/HSSC, 1st Annual Examinations, 2025 identified in their Boards.
- iii) Number of male / female candidates (Science / Arts). The data for Annual Examinations, 2025 may be furnished.
- iv) Number of Centres (indicating the total number of male/female centres, combined list of district wise centres).

2. I am further directed to request you to ensure the provision of documents / information by 15.02.2025 positively.

- Feb 12th, 2025.
(MUHAMMAD TABISH NASEER)
SECTION OFFICER (BOARDS)

C.C

1. All the Chairpersons / Controllers Boards of Intermediate and Secondary Education in Punjab.
2. P.S to Secretary, Higher Education Department.
3. P.S to Special Secretary, Higher Education Department.

TIME LIMIT CASE
OUT TO DAY
TOP PRIORITY



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No. SO(BOARDS)13-1/2025
GOVERNMENT OF THE PUNJAB
HIGHER EDUCATION DEPARTMENT

Dated the Lahore, 12th February, 2025

To

All Chairpersons,
Boards of Intermediate & Secondary Education,
Punjab.

Subject: NOMINATION OF FOCAL PERSON (TEHSIL-WISE & DISTRICT-WISE)
FOR COORDINATION TO ENSURE THE SMOOTH CONDUCT OF SSC
/ HSSC 1ST ANNUAL EXAMINATION, 2025.

I am directed to refer to the subject cited above and to request that a well-reputed officer may kindly be nominated as a focal person from each Tehsil & District. Their details alongwith their contact numbers be provided to this office, for effective coordination and efficient monitoring to ensure the smooth conduct and to ward off any unpleasant situation during SSC / HSSC 1st Annual Examination, 2025.

2. I am further directed to request you to ensure the provision of requisite information/data by 15.02.2025 positively.

- Feb 12th, 2025
(MUHAMMAD TABISH NASEER)
SECTION OFFICER (BOARDS)

C.C

1. All the Secretaries / Controllers, Boards of Intermediate and Secondary Education in Punjab.
2. P.S to Secretary, Higher Education Department.
3. P.S to Special Secretary, Higher Education Department.

**OUT TO DAY
TOP PRIORITY**



Tel: 042-99201874
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No. SO(BOARDS)13-1/2025
**GOVERNMENT OF THE PUNJAB
HIGHER EDUCATION DEPARTMENT**


Dated the Lahore, 12th February, 2025

To

1. **The Additional Chief Secretary,
Government of the Punjab, Home Department, Lahore**
2. **The Provincial Police Officer, Punjab, Lahore.**
3. **All Commissioners in Punjab.**
4. **All Regional Police Officers in Punjab.**
5. **All Chairpersons, BISEs in Punjab**
6. **All Deputy Commissioners in Punjab.**
7. **All District Police Officers in Punjab.**

Subject: MEASURES FOR SMOOTH CONDUCT OF SSC /HSSC, ANNUAL EXAMINATIONS, 2025.

I am directed to refer to the subject captioned above and state that the SSC and HSSC, 1stAnnual Examinations, 2025 are scheduled to commence from **04thMarch, 2025 and 29thApril, 2025** respectively (copy of schedule enclosed).

2.  For efficient and smooth conduct of forthcoming SSC / HSSC, 1stAnnual Examinations, 2025, by Boards of Intermediate & Secondary Education in Punjab, it is requested that following necessary measures may kindly be taken immediately:

a) **COMMITTEES/ESTABLISHMENT OF DISTRICT CONTROL ROOMS.**

In order to maintain law & order and to handle any untoward situation, Committees/District Control Rooms shall be established by the Chairperson, Boards of Intermediate & Secondary Education in Punjab in every district within the jurisdiction of their Boards in consultation with the concerned Deputy Commissioners and DPOs.

b) **IMPOSITION OF SECTION 144 AROUND CENTRES.**

In order to ensure smooth conduct of examination, the Chairperson shall request in writing to all Deputy Commissioners/Administrators in his jurisdiction for imposition of Section 144 around the examination centres. Home Department is requested to also issue necessary instructions to the concerned functionaries.

- c) **DEPLOYMENT OF POLICE AROUND THE CENTRES.**
Home Department / Provincial Police Officer, Punjab, Lahore is requested to ensure deployment of Police contingent around the examination centres. A list of centres shall be provided by the Chairperson to the concerned District Police Officers.
- d) **VIGILANCE MEASURES REGARDING SENSITIVE CENTRES AND SPECIAL DAYS.**
The Chairperson shall provide a list of sensitive centres / days to the Deputy Commissioners / District Police Officers for vigilance / special measures.
- e) **INSPECTION VISIT OF THE EXAMINATION CENTERS BY THE OFFICER OF DISTRICT ADMINISTRATION.**
The officers of District Administration are requested to conduct regular inspection visits to the Examination Centres to keep check on any malpractice during the examination and to enhance the transparency of the examination. The reports of inspection visits be submitted to the monitoring cell of Higher Education Department through whatsapp on 0332-8343552 and email address soboards@gmail.com, dsboards.hed@gmail.com. In case of any malpractice the matter may immediately reported to the monitoring cell of Higher Education Department and to concerned Board.

3. I am, therefore, directed to request that necessary steps/action may kindly be taken in this regard on priority basis, to ensure smooth conduct of forthcoming examination. All Chairperson of Boards have been directed to coordinate at all levels.

4. The names & contact details of Chairpersons BISE in Punjab are attached with this letter.

- Feb 12th, 2025.
(MUHAMMAD TABISH NASEER)
SECTION OFFICER (BOARDS)

C.C:

1. The Secretary, PBCC.
2. P.S to Secretary to Governor, Punjab.
3. P.S to Secretary to Chief Minister, Punjab.
4. P.S to Chief Secretary, Punjab.
5. P.S. to Secretary, Higher Education Department.
6. P.S. to Secretary, Schools Education Department.



No. SO(BOARDS)13-1/2025
GOVERNMENT OF THE PUNJAB
HIGHER EDUCATION DEPARTMENT

Dated the Lahore, 12th February, 2025

Email: soboards@gmail.com

To

1. All Directors of Education (Colleges) in Punjab.
2. All Chief Executive Officers of District Education Authorities in Punjab.

Subject: REVAMPING OF EXAMINATION CAMPAIGN

I am directed to refer to the subject and to state that the SSC and HSSC, 1st Annual Examinations, 2025, of the Punjab Boards of Intermediate & Secondary Education are scheduled to commence from **04th March, 2025 and 29th April, 2025**, respectively.

2. The Government has taken various steps to improve the conduct of examinations in the Province. These efforts have lent considerable credibility to the examination system and need to be maintained / augmented.

3. Therefore, the Director of Education (Colleges) and Chief Executive Officers of District Education Authorities in Punjab are requested to inspect the examination centers regularly within their jurisdiction and also direct their District Officers for the same. Needless to reiterate, ensuring availability of supervisory staff is of paramount importance as well.

4. I am further directed to request that reports of inspections/visits of examination centres should be forwarded to Examination Monitoring Cell, Higher Education Department on daily basis through whatsapp on 0332-8343552 and email address soboards@gmail.com, dsboards.hed@gmail.com.

- *Feb 12th, 2025*
(MUHAMMAD TABISH NASEER)
SECTION OFFICER (BOARDS)

C.C.

1. The Secretary PBCC/Deputy Secretary (Boards), Higher Education Department.
2. The DPI (Colleges/Secondary/ Elementary Education) in Punjab
3. P.S. to Secretary to Chief Minister, Punjab
4. P.S to Chief Secretary, Punjab, Lahore.
5. P.S to Secretary, Higher Education Department
6. P.S to Secretary, School Education Department

URGENT
TIME LIMIT
TOP PRIORITY



Tel: 042-99201874
Email: soboards@gmail.com

No. SO(BOARDS)13-1/2025
GOVERNMENT OF THE PUNJAB
HIGHER EDUCATION DEPARTMENT
Dated the Lahore, 12th February, 2025

To

1. The DPI (Colleges), Punjab, Lahore.
2. The DPI (Secondary Education), Punjab, Lahore.
3. The DPI (Elementary Education), Punjab, Lahore.
4. All the Directors of Education (Colleges) in Punjab

Subject: AVAILABILITY OF SUPERVISORY STAFF IN THE SSC/HSSC, 1st ANNUAL EXAMINATIONS, 2025

I am directed to refer to the subject and to state that SSC and HSSC, 1st Annual Examinations 2023, are scheduled to commence from **04th March, 2025 and 29th April, 2025** respectively.

2. It has been observed that there are frequent issues at the end of supervisory staff deputed in the SSC/HSSC, 1st Annual / Supplementary, Examinations. Therefore, it is imperative that availability of supervisory staff be ensured for smooth conduct of the said examinations, as the examination duties are the part of responsibility of teaching staff. Furthermore, prompt action is required to be taken on the request for disciplinary action initiated by Boards of Intermediate and Secondary Education.

3. I am therefore, directed to request you to instruct your lower formations/ Head of Institutions to ensure the presence of supervisory staff in the examination centers of forthcoming SSC/HSSC (Annual / Supplementary) Examinations, failing which strict action will be taken against the delinquents as per the PEEDA Act, 2006.

- Feb 12th, 2025
(MUHAMMAD TABISH NASEER)
SECTION OFFICER (BOARDS)

C.C.

1. The Secretary, PBCC, Lahore.
2. All Chairpersons, Boards of Intermediate & Secondary Education in Punjab.
3. P.S to Secretary, Higher Education Department



**GOVERNMENT OF THE PUNJAB
HIGHER EDUCATION DEPARTMENT**

Dated the Lahore, 12th February, 2025

Tel: 042-99201874
Email: soboards@gmail.com

Order:

NO. SO (Boards)13-1/2025. In order to reinforce the existing mechanism and to enhance the monitoring of the ongoing SSC 1st Annual Examination, 2025, the Competent Authority has been pleased to constitute following inspection teams to visit the examination centers in the jurisdiction of respective Board of Intermediate & Secondary Education as mentioned against each:

BISE	Teams
Lahore	1. Additional Secretary (Boards), HED 2. Deputy Secretary (Universities), HED 3. Secretary, BISE, Lahore
Gujranwala	1. Additional Secretary (Univ), HED 2. Section Officer (Univ), HED 3. Additional Directorate of Public instructions
Faisalabad	1. Deputy Secretary (General), HED 2. Director of Education (Colleges), Faisalabad 3. Secretary, BISE, Faisalabad
Sargodha	1. Additional Secretary (Admin & General), HED 2. Section Officer (General), HED 3. Director (Colleges), Sargodha
Bahawalpur	1. Deputy Secretary (Planning), HED 2. Director (General), Directorate of Public instructions 3. Secretary, BISE, Bahawalpur
D G Khan	1. Deputy Secretary (Coord), HED 2. Section Officer (Coordination), HED 3. Director of Education (Colleges), D G Khan
Multan	1. Deputy Secretary (Estt.), HED 2. Section Officer (Planning), HED 3. Director of Education (Colleges), Multan
Sahiwal	1. Deputy Secretary (Boards), HED 2. Director of Education (Colleges), Sahiwal 3. Secretary, BISE, Sahiwal
Rawalpindi	1. Section Officer (Boards), HED 2. Secretary, BISE, Rawalpindi 3. Director (Sports), Directorate of Public instructions

- The terms of reference (TORs) of the assignment shall be as follows:
- The inspecting teams shall maintain liaison with the respective controller of examination to ensure smooth conduct of the examination on daily basis.
 - The inspecting teams shall keep vigilant check on any malpractices

- and verify the credentials of the students to identify impersonation.
- iii. The inspecting teams shall conduct surprise inspection visit to ensure the presence of resident inspectors and prohibition of cell phones at the examination centers.
 - iv. The inspecting teams shall compile and submit the report of inspection visits conducted to Boards Wing, Higher Education Department.
 - v. The progress reports of the conduct of paper shall be shared with Boards Wing, Higher Education Department at email soboards@gmail.com.

**BY THE ORDER OF SECRETARY
HIGHER EDUCATION DEPARTMENT**

No. & Date Even:

Copy forwarded for information and necessary action to:

1. P.S to Chief Minister, Punjab.
2. All the Chairpersons, BISEs in Punjab.
3. All the Secretaries / Controller of Examination, BISEs in Punjab
4. Officers concerned.
5. P.S to Minister for Higher Education, Punjab.
6. P.S to Secretary / Special Secretary, Higher Education Department
7. P.S to Secretary, Schools Education Department.

- Feb 12th, 2025.

(MUHAMMAD TABISH NASEER)
SECTION OFFICER (BOARDS)

(Handwritten mark)



No. SO(BOARDS)13-1/2025
GOVERNMENT OF THE PUNJAB
HIGHER EDUCATION DEPARTMENT

Dated the Lahore, 12th February, 2025

Tel: 042-99201874
Email: soboards@gmail.com

To

The Inspector General of Police,
Punjab, Lahore.

Subject: FOOLPROOF SECURITY ARRANGEMENTS IN AN AROUND
THE EXAMINATIONS CENTERS.

I am directed to refer to the subject cited above and to inform that SSC and HSSC, 1st Annual Examinations, 2025, scheduled to commence from **04th March** and **29th April 2025**, respectively, all across Punjab. The prevailing security situation warrants that all necessary steps be taken for foolproof security arrangements in & around the examinations centers. Further, Mobile Police may please also escort during the transportation of papers from banks to examination centers and their return back to the banks. Moreover, a police personnel be deputed at each Examination Centre to ward off any pungent elements during the conduct of the paper.

2. I am, therefore, directed to request you to kindly look into the matter and issue necessary directions to all concerned in this context for safe and secure conduct of examinations all across Punjab. Necessary relevant details will be shared by the Chairpersons of Boards with the concerned Heads of Police Department under their respective jurisdictions.

3. The names & contact details of Chairpersons & Controllers of Examinations BISE in Punjab are attached with this letter.

- Feb 12th, 2025.

(MUHAMMAD TABISH NASEER)
SECTION OFFICER (BOARDS)

C.C

1. P.S to Chief Secretary, Punjab
2. P.S to Secretary to Chief Minister, Punjab
3. P.S to Home Secretary, Punjab
4. All Commissioners and Deputy Commissioners in Punjab
5. The Capital City Police Officer, Lahore
6. All RPOs and DPOs, in Punjab
7. The Secretary, PBCC, Lahore.
8. All the Chairperson, BISEs in Punjab for providing necessary details to the concerned Heads of Police Department under their jurisdiction. *D.G. Khan*
9. P.S to Secretary / Special Secretary, Higher Education Department
10. P.A to Additional Secretary / Deputy Secretary (Boards), Higher Education Department

Dispatched
Govt. of the Punjab
Higher Education Department

12/2/25

o/c

**TELEPHONE NO. OF BOARD OF INTERMEDIATE AND
SECONDARY EDUCATION IN PUNJAB**

NAME OF BOARD	CHAIRPERSONS	SECRETARIES	CONTROLLER OF EXAMINATIONS
BAHAWALPUR	062-9255080 062-9255600	062-9255084	062-9255086
D G KHAN	064-430220 064-689010 064-9239023	064-2430220 064-2689420	064-2430316
FAISALABAD	041-2517705-6 041-9330311	041-2517708-9 041-9330344	041-2517710-11 041-9330366
GUJRANWALA	055-9200742-3 055-3894604	055-9200744-45 055-3894605	055-9200746-47
Lahore	042-99200101-2	042-99200152-53	042-99200033 042-99200034
MULTAN	061-9210010-11	061-9210016-17	051-9210014-5
RAWALPINDI	051-5450910-11	051-5450913 0515450915	051-5450917 051-5450918
SAHIWAL	040-9200516	040-9200524	040-9200518
SARGODHA	0483-250047-48	0483-250051-52	0483-250070 0483-250055



GOVERNMENT OF THE PUNJAB
HIGHER EDUCATION DEPARTMENT

Dated the Lahore, 12th February, 2025

Tel: 042-99201874

Email: soboards@gmail.com

NOTIFICATION

NO.SO (BOARDS)13-1/2025.The Higher Education Department, Government of the Punjab, has set up an Examination Monitoring Cell to Monitor the SSCandHSSC,1stAnnual, Examinations, 2025, in Punjab. A Control Room equipped with the facilities of TV sets, telephone for responding to the Electronic and Print Media on the issues raised during said examination has also been established in the Department.

2. Deputy Secretary (Boards), Higher Education Department has been nominated as Incharge, Examination Monitoring Cell (**Ph.No. 042-99201874, 99201857**). Whereas, Section Officer (Boards) will be the supervisory officer.

3. **Munawar Hussain**, P.S to Secretary HED, **Shoukat Ali Rustam**, P.S to Special Secretary, HED and **Mr. Ali Hasnain**, Assistant/PA to Additional Secretary (Boards),HED, **Mr. Ahmad Ammar**, Computer Operator/PA to Deputy Secretary (Boards), HED, **Mr. Muhammad Ilyas**, Assistant (Boards Section), HED, **Ms. Afza Abbasi**, Junior Clerk, (Boards Section), HED and **Mr.Tariq Masih**, Dispatcher, shall perform duties in the Control Room from 8:30 AM to 1:00 PM & 2:00 PM to 6:00 PM (Morning & Evening Papers) / till submission of complete daily situation reports during the examination.

SECRETARY HIGHER EDUCATION

No. & Date Even:

Copy forwarded for information and necessary action to:-

1. P.S. to Secretary to Chief Minister, Punjab.
2. P.S. to Chief Secretary, Punjab.
3. The Secretary, PBCC, Lahore with request to take necessary arrangements& refreshment for the establishment of Monitoring Cell, accordingly.
4. All the Chairpersons, BISEs in Punjab will ensure payment of T.A/D.A and provision of POL to the members of the monitoring cell in regard to inspection visits.
5. All Members of Examination Monitoring Cell.
6. P.S. to Secretary Higher Education Department.
7. P.S. to Special Secretary, Higher Education Department.

- Feb 12th, 2025

(MUHAMMAD TABISH NASEER)
SECTION OFFICER (BOARDS)



GOVERNMENT OF THE PUNJAB
HIGHER EDUCATION DEPARTMENT

Dated the Lahore, 12th February, 2025

NOTIFICATION

NO.SO(BOARDS)13-1/2025. Government of the Punjab, Higher Education Department, has constituted Examination Monitoring Cell in the Higher Education Department to monitor the conduct of SSC and HSSC, 1st Annual Examinations, 2025 of the Boards of Intermediate & Secondary Education in Punjab. The Cell comprises the following members along with supporting staff: -

i.	Additional Secretary (Boards), Higher Education Department,	Convener
ii.	Deputy Secretary (Boards), Higher Education Department, In Charge Monitoring Cell	Incharge
iii.	Section Officer (Boards), Higher Education Department.	Supervisory Officer
iv.	Mr. Munawar Hussain, P.S to Secretary, Higher Education Department	Member
v.	Mr. Shoukat Ali Rustam P.S to Special Secretary, Higher Education Department	Member
vi.	Mr. Ali Hasnain, Assistant / PA to Additional Secretary (Boards), Higher Education Department	Member
vii.	Mr. Ahmad Ammar, Computer Operator / PA to Deputy Secretary (Boards), Higher Education Department	Member
viii.	Mr. Muhammad Ilyas Assistant, Boards Section, Higher Education Department	Member
ix.	Ms. Afza Abbasi Junior Clerk, Boards Section, Higher Education Department	Member
x.	Mr. Tariq Masih, Naib Qasid / Dispatcher, Boards Section, HED	Dispatcher

- The terms of reference (TORs) of the Cell shall be as follows:
- To collect situation reports from the Boards/ Mobile Teams for taking immediate action.
 - To ensure the compliance of the orders of the Higher Authorities on the reports of the Examination Monitoring Cell.
 - To prepare and present consolidated reports based on situation reports.
 - To direct the Boards of Intermediate and Secondary Education in Punjab for observance of the directions based on the analysis of the Monitoring Cell.
 - To furnish Daily Situation Reports and its submission to higher offices.
 - To monitor the examination centres through CCTV.
 - Remuneration to the members of Examination Monitoring Cell shall be paid by each Board, equal to the payment of Mobile Inspector / Special Squad appointed by the Boards.

SECRETARY TO GOVERNMENT OF THE PUNJAB
HIGHER EDUCATION DEPARTMENT

No. & Date Even:

Copy forwarded for information and necessary action to:

1. P.S to Secretary to Governor, Punjab.
2. P.S to Chief Minister, Punjab.
3. P.S to Minister for Higher Education, Punjab.
4. P.S to Secretary / Special Secretary, Higher Education Department
5. P.S to Secretary, Schools Education Department.
6. All the Chairperson, BISEs in Punjab will ensure payment of remuneration and provision of POL to the members of the monitoring cell in regard to inspection visits.
7. All Members of Examination Monitoring Cell.

- Feb 12th, 2025.

(MUHAMMAD TABISH NASEER)
SECTION OFFICER (BOARDS)

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