



**GOVERNMENT OF KHYBER PAKHTUNKHWA  
ELEMENTARY & SECONDARY EDUCATION  
DEPARTMENT**

No.SO(SM)E&SED/7-1/2019/Posting/Transfer/Policy of TC  
Dated Peshawar the September 11, 2019

To

1. The Director, Elementary & Secondary Education  
Khyber Pakhtunkhwa Peshawar.
2. The Director, Curriculum and Teachers Education  
Khyber Pakhtunkhwa Abbottabad.
3. The Director, Provincial Institutes of Teachers Education, Peshawar.
4. The Director, Education Sector Reforms Unit, Elementary & Secondary  
Education Department, Khyber Pakhtunkhwa.
5. All District Education Officers (Male & Female) in Khyber Pakhtunkhwa.

**Subject:- E-TRANSFER POLICY OF TEACHING CADRE IN E&SE DEPARTMENT  
KHYBER PAKHTUNKHWA**

I am directed to refer to the subject noted above and to state that the Provincial Government has been pleased to implement the subject policy for posting/transfer of Teaching Cadre officers/officials in the Elementary and Secondary Education Khyber Pakhtunkhwa: -

- i. The introduction of e-Transfer for Teaching Cadre policy supersede all previous Posting/Transfer policies in the E&SE Department.
- ii. Transfer on Complaint (Administrative Ground Transfer), Mutual, Inter District Transfer and transfer for Operationalization of Newly Established schools will be exempted from the present policy.
- iii. Transfers shall be made annually in the month of March of the academic year.
- iv. Transfer shall be made only against the vacant post.
- v. The posts filled through NTS on school based recruitment process shall be declared non-transferable.
- vi. The vacant positions will be uploaded by the District Education Officers for all teaching cadres in last week of February.
- vii. The desirous employees shall apply through e-Transfer Application.
- viii. Each Competent Authority shall constitute a Grievance Redressal Cell headed by a BPS-18 or above officer which will resolve the grievances and determine the merit position of the applicants with in a week positively.
- ix. Each Competent Authority shall visit the Dash Board of e-Transfer app, check and verify all the particulars of the applicants till 25<sup>th</sup> of March.
- x. At the end of March Transfer orders generated by e-Transfer App will be issued.

*S. H. Khan*  
11/09/2019



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- xi. Minimum tenure of 3 years on the present post at a school in plain area while 1.5 years in hard area is must for eligibility of e-posting/transfer.
- 2 The indicators as per from (A, B, C & D) will be considered for posting/transfer as per detail given below:

**Form-A: Posting/Transfer of Teachers up to BPS 16 except SST (Total marks 80)**

1. Distance of present school to the desired school (in KM) – 20 marks
  - a. Within 5 KM – 0 marks
  - b. Within 10 KM – 5 marks
  - c. Within 15 KM – 10 marks
  - d. Within 20 KM – 15 marks
  - e. Greater than 20 KM – 20 marks
2. Hard Area - 10 marks
  - a. Normal tenure (within 1.5 years) – 0 marks
  - b. Tenure at hard area (from 1.5 to 3 years) – 4 marks
  - c. Tenure at hard area (from 3 to 5 years) – 7 marks
  - d. Tenure at hard area (more than 5 years) – 10 marks
3. STR (Total number of Students in the school / Total number of Teachers) – 10 marks (IMU data Source)
  - a. STR at present school is greater than the Desired school - 0 marks
  - b. STR at present and the desired school are equal or at the same level – 5 marks
  - c. STR at the present school is less than desired school – 10 marks
4. Chronic Disease – 10 marks  
10 marks will only be awarded for chronic diseases (as per notified chronic diseases). A certificate in this regard will be required from Standing Medical Board.
5. Disability – 10 marks  
10 marks will only be awarded only to those with Physical Disability. Proof required will be Special person CNIC + Standing Medical Board disability certificate
6. Domicile -10 marks  
10 marks will be awarded to those when the desired school is in his/her district of domicile
7. Spouse – 10 marks  
10 marks will be awarded to those whose spouse is posted in the district where the desired school is situated and the desired district is the domiciled district of the applicant.

*S. Nagul*  
11/07/2019

**Form-B: Posting/Transfers of SSTs (Total Marks – 100)**

1. Distance of present school to the desired school (in KM) – 20 marks
  - a. Within 5 KM – 0 marks
  - b. Within 10 KM – 5 marks
  - c. Within 15 KM – 10 marks
  - d. Within 20 KM – 15 marks
  - e. Greater than 20 KM – 20 marks
2. Hard Area - 10 marks



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- a. Normal tenure (within 1.5 years) – 0 marks
  - b. Tenure at hard area (from 1.5 to 3 years) – 4 marks
  - c. Tenure at hard area (from 3 to 5 years) – 7 marks
  - d. Tenure at hard area (more than 5 years) – 10 marks
3. STR (Total Number of Students in Class 9 & 10 / Number of SST) - 10 marks (IMU data Source)
- a. STR at present school is greater than the Desired school - 0 marks
  - b. STR at present and the desired school are equal or at the same level – 5 marks
  - c. STR at the present school is less than desired school – 10 marks
4. Chronic Disease – 10 marks  
10 marks will only be awarded for chronic diseases (as per notified chronic diseases). A certificate in this regard will be required from Standing Medical Board.
5. Disability – 10 marks
6. 10 marks will only be awarded only to those with Physical Disability. Proof required will be Special person CNIC + Standing Medical Board disability certificate
7. Domicile -10 marks  
10 marks will be awarded to those when the desired school is in his/her district of domicile
8. Spouse – 10 marks  
10 marks will be awarded to those whose spouse is posted in the district where the desired school is situated and the desired district is the domiciled district of the applicant.
9. Annual SSC Result (of the subjects taught by the teacher) working in High/Higher Secondary Schools – 20 Marks
- a. 90% or above – 20 marks
  - b. 80% to 90% - 15 marks
  - c. 70% to 80% - 10 marks
  - d. 60% to 70% - 5 marks
  - e. Below 60% - 0 marks.

OR

For SSTs (General) working in Middle/Primary Schools – 20 Marks  
Overall Students Attendance Rate Percentage as per IMU data

- a. 90% or above – 20 marks
- b. 80% to 90% - 15 marks
- c. 70% to 80% - 10 marks
- d. 60% to 70% - 5 marks
- e. Below 60% - 0 marks.

**Form-C Posting/Transfers of Subject Specialists (SSS/SS) (Total Marks – 100)**

1. Distance of present school to the desired school (in KM) – 20 marks
  - a. Within 5 KM – 0 marks
  - b. Within 10 KM – 5 marks
  - c. Within 15 KM – 10 marks
  - d. Within 20 KM – 15 marks



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- e. Greater than 20 KM – 20 marks
2. Hard Area - 10 marks
  - a. Normal tenure (within 1.5 years) – 0 marks
  - b. Tenure at hard area (from 1.5 to 3 years) – 4 marks
  - c. Tenure at hard area (from 3 to 5 years) – 7 marks
  - d. Tenure at hard area (more than 5 years) – 10 marks
3. Number of Students in Class-11 & 12 in the relevant subject - 10 marks
  - a. Number of Students at present school is greater than the Desired school - 0 marks
  - b. Number of Students at present and the desired school are equal or at the same level – 5 marks
  - c. Number of Students at the present school is less than desired school – 10 marks
4. Chronic Disease – 10 marks  
10 marks will only be awarded for chronic diseases (as per notified chronic diseases).  
A certificate in this regard will be required from Standing Medical Board.
5. Disability – 10 marks
6. 10 marks will only be awarded only to those with Physical Disability. Proof required will be Special person CNIC + Standing Medical Board disability certificate
7. Domicile -10 marks  
10 marks will be awarded to those when the desired school is in his/her district of domicile
8. Spouse – 10 marks  
10 marks will be awarded to those whose spouse is posted in the district where the desired school is situated and the desired district is the domiciled district of the applicant.
9. Annual HSSC Result (of the subjects taught by the teacher) – 20 Marks
  - a. 90% or above – 20 marks
  - b. 80% to 90% - 15 marks
  - c. 70% to 80% - 10 marks
  - d. 60% to 70% - 5 marks
  - e. Below 60% - 0 marks.

*S. J. Khan*  
11/09/2019

**Form-D: Posting/Transfers of Principals/Head Masters of High/Higher Secondary Schools (Total Marks – 120)**

1. Distance of present school to the desired school (in KM) – 20 marks
  - a. Within 5 KM – 0 marks
  - b. Within 10 KM – 5 marks
  - c. Within 15 KM – 10 marks
  - d. Within 20 KM – 15 marks
  - e. Greater than 20 KM – 20 marks
2. Hard Area - 10 marks
  - a. Normal tenure (within 1.5 years) – 0 marks
  - b. Tenure at hard area (from 1.5 to 3 years) – 4 marks
  - c. Tenure at hard area (from 3 to 5 years) – 7 marks
  - d. Tenure at hard area (more than 5 years) – 10 marks



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3. STR (Total number of Students in the school / Total number of Teachers) - 10 marks (IMU data Source)
  - a. STR at present school is greater than the Desired school - 0 marks
  - b. STR at present and the desired school are equal or at the same level – 5 marks
  - c. STR at the present school is less than desired school – 10 marks
4. Chronic Disease – 10 marks  
10 marks will only be awarded for chronic diseases (as per notified chronic diseases). A certificate in this regard will be required from Standing Medical Board.
5. Disability – 10 marks
6. 10 marks will only be awarded only to those with Physical Disability. Proof required will be Special person CNIC + Standing Medical Board disability certificate
7. Domicile -10 marks  
10 marks will be awarded to those when the desired school is in his/her district of domicile
8. Spouse – 10 marks  
10 marks will be awarded to those whose spouse is posted in the district where the desired school is situated and the desired district is the domiciled district of the applicant.
9. Annual SSC & HSSC Result of the School – 20 Marks
  - a. 90% or above – 20 marks
  - b. 80% to 90% - 15 marks
  - c. 70% to 80% - 10 marks
  - d. 60% to 70% - 5 marks
  - e. Below 60% - 0 marks.
10. Overall Students Attendance Rate Percentage as IMU data – 20 Marks
  - a. 90% or above – 20 marks
  - b. 80% to 90% - 15 marks
  - c. 70% to 80% - 10 marks
  - d. 60% to 70% - 5 marks
  - e. Below 60% - 0 marks.

*S. Rafiq*  
21/09/2024

**(SHAHID RAFIQ)**

**SECTION OFFICER (SCHOOLS MALE)**

**Endst: Even No. & Date:**

Copy of the above is forwarded to the:-

1. PSO to Chief Minister Khyber Pakhtunkhwa Peshawar.
2. Secretary to Government of Khyber Pakhtunkhwa Establishment Department, Peshawar.
3. Deputy Secretary, (Estab), Establishment Department Government of Khyber Pakhtunkhwa, Peshawar.
4. All Section Officers, Elementary & Secondary Education Department Khyber Pakhtunkhwa Peshawar.
5. PS to Chief Secretary, Khyber Pakhtunkhwa, Peshawar.



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6. PS to Secretary, Elementary & Secondary Education Department Khyber Pakhtunkhwa Peshawar.
7. PA to Additional Secretary, Elementary & Secondary Education Department Khyber Pakhtunkhwa Peshawar.
8. PA to Chief Planning Officer, Elementary & Secondary Education Department Khyber Pakhtunkhwa.
9. PAs to Deputy Secretary Admn/ Legal, Elementary & Secondary Education Department Khyber Pakhtunkhwa Peshawar.
10. Office Record.

*S. A. Afras*  
*11/07/2019*

**SECTION OFFICER (SCHOOLS MALE)**