

**Government of Punjab
Department of School Education**


To

1. All District Education Officers
(Secondary & Elementary Education)
2. All DIET Principals
In the State of Punjab

Memo No. 10/20-18 SE Edu (6)/201832755
Dated: 31-7-18

1.0 Please refer to this office letter no. 1/20-18 SE Edu. (6) dated 19.02.2018 vide which it was decided that all officers in the Department of School Education working against an administrative post will take one class once in a month to promote the habit of teaching and to motivate the School Heads to take classes.

2.0 All DEOs and concerned officers are hereby requested again to ensure that they should immediately identify the classes, subject, and school under intimation to the Head Office without any further delay.


31-7-18
**Secretary School Education
Punjab**

Note:- In case the officers have already identified the above information to the Head Office, they may not send it again.