

No. 3(47)/91-E.I.

Islamabad: October 12, 2015.

**SECOND SHOW CAUSE NOTICE**

Reference this Ministry Show Cause Notice of even number dated 24-03-2015.

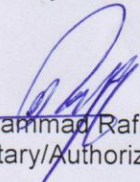
2. **WHEREAS**, it has been brought to the notice of the competent authority that you, Mrs. Riffat Rukhsana, Stenotypist (BS-14) Ministry of Information, Broadcasting & National Heritage have committed following act of omission and commission:-

**“After expiry of two years extraordinary leave (without pay) w.e.f. February 07, 2012 to February 06, 2014, you have been absconding yourself from duty unauthorizedly w.e.f. 07-02-2014 till date. A show cause notice dated 19-03-2015 was issued to you directing to explain reasons for absence from duty but you failed to do so”**

3. **WHEREAS**, by reasons of the above, you have been appeared to be guilty of **gross misconduct** and liable to disciplinary action that may involve imposition of one or more penalties including dismissal from service as prescribed in the Government Servants (Efficiency & Discipline) Rules, 1973.

4. **AND WHEREAS**, the competent authority, after considering the above mentioned facts of the case and reasons/grounds thereof, is satisfied that there is no need of holding an inquiry in the case, in terms of Government Servants (Efficiency & Discipline) Rules, 1973.

5. **NOW THEREFORE**, you are hereby required to submit your written defence to the above charges, to the undersigned, within fourteen (14) days of the issue of this Notice, explaining as to why one or more penalties including the penalty of “dismissal from service” may not be imposed upon you under Government Servants (Efficiency & Discipline) Rules, 1973. You may also intimate whether you wants to be heard personally by the competent authority and explain your position why major penalty i.e. dismissal from service may not be imposed against your under E&D Rules, 1973.

  
(Muhammad Rafiq)  
Deputy Secretary/Authorized Officer

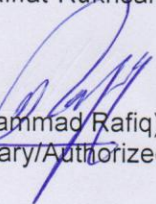
1) **Mrs. Riffat Rukhsana**,  
Care of Abdul Majeed,  
Wasu Astana Tehsil & District  
Jhang

2) **Mrs. Riffat Rukhsana**,  
No. 6507, Gilder Street  
Allexandria – Virginia 22310  
USA

3) **Mrs. Riffat Rukhsana**,  
C/o Embassy of Pakistan,  
Washington

✓ 4) Director (IT), Cyber Wing, M/o IB&NH, Islamabad for placing the above Show Cause Notice on the website of this Ministry.

Copy forwarded to Press Counsellor, Information Section, Embassy of Pakistan Washington with the request to ensure the delivery of the letter to Mrs. Riffat Rukhsana at her address in Washington and confirmation letter to this effect to the Ministry.

  
(Muhammad Rafiq)  
Deputy Secretary/Authorized Officer

01/2015-644(A)  
14-10-2015