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To
All Executive District Officers (Edu).
In Punjab.

Subject: OBSERVANCE OF STRICT SECURITY MEASURES AT SCHOOLS.

In the wake of emergent prevailing situation, following strict security measures for the safety and security of students and teachers at school are required to be ensured forthwith:-

1. Public Schools with boundary walls will ensure installation / employment of barbed wire on the walls. The funds available under FTF or NSB shall be utilized for this purpose.

2. Only one gate of the school shall remain open for entry and exit. The all other gates will be locked permanently.

3. Security Guard / Chowkidar shall be exclusively deployed at the entry/exit gate. He will not be allowed to move from gate even for a minute for any other work without proper substitute.

4. A movement register shall be maintained at the main entry/exit gate to record whereabouts of each and every private visitor.

5. Main entry / exit gate shall remain locked till closing hours and will not be opened even during the recess.

6. The school without Chowkidar / Security Guard will hire the services of persons for security purposes through School Council after proper screening, out of FTF or Non Salary Budget.

7. The bigger schools having proper IT Lab shall install CCTV cameras on the main entry / exit gate. The CCTV cameras shall be linked with the IT Lab for monitoring purposes. The Head Teacher shall depute a person to monitor all the activities through CCTV.

8. Barbed wires shall be installed/employed as per requirement around the school where no boundary wall exists.

9. Head Teachers of the institutions shall be responsible for overall safety and security arrangements at schools and in case of any lapse as well.
10. Physical Training Instructors (PTI) shall be entrusted additional duty to monitor the surroundings of the schools to detect any suspicious activity.

11. EDOs (Edu) shall personally conduct meetings with each head of the institution to sensitize them and ensure the implementation of afore-quoted measures.

12. EDOs (Edu) shall constitute the monitoring committee headed by BS-19 officers to monitor the security arrangements made by the schools. The subject committee shall be notified by the EDOs under intimation to the School Education Department.

13. All heads should ensure the safety of water tanks / water coolers to avoid any hazardous contamination. All water coolers and tanks shall be properly locked and supervised by any responsible teacher to be deputed by head teacher.

14. EDOs (Edu) will also ensure the implementation of all these steps / measures by the private schools. EDOs (Edu) shall conduct meetings with the Private Schools' Associations to sensitize about this issue.

15. The school having enough financial cushions shall deploy the armed security guards.

16. Compliance of all the above mentioned instructions shall be conveyed by all the EDOs to School Education Department within two days positively;

( DR. MUHAMMAD IQBAL NAEEEM)
DIRECTOR (MONITORING)

CC
- PS to Secretary School Education
- All the District Coordination Officers, in Punjab
- All the District Monitoring Officers, in Punjab
- Director Public Instructions (SE/EE), Punjab