



DIRECTORATE OF EDUCATION (COLLEGES)  
LAHORE DIVISION LAHORE.  
NO.1808-A/DEC-LHR, DATED: 18-08-2023.

1. All the Deputy Directors of Education (Colleges), Kasur, Sheikhpura & Nankana Sahib.
2. All the Principals of Govt. Associate & Graduate (Colleges) Male & Female in the Lahore Division, Lahore.

Subject: ILLEGAL COMMERCIAL ACTIVITIES AND HOLDING OF EVENTS/FUNCTIONS/PROGRAMS ETC ARRANGED BY OUTSIDERS IN THE PREMISES OF COLLEGES ACROSS LAHORE DIVISION.

Apropos, Government of the Punjab, Higher Education Department direction letter bearing No.AS(P&B)/Misc-6-1/2018, Dated July 4, 2018 on the subject cited above.

2. In the subject direction letter, the worthy Secretary, Government of the Punjab, Higher Education Department categorically intimated that **“any kind of commercial activities within the educational institutions are not allowed by the Department as well as by the Honourable Courts. All kind of unauthorized commercial activities within the educational institutions must be stopped and suitable action may be taken immediately”.**

3. Despite the expressed and strict directions of the Competent Authority/Worthy Secretary to Government of the Punjab, Higher Education Department, it has been noticed with very serious and grave concern that most of the Principals across Lahore Division allow holding of functions, events, programs, commercial activities and other such like advertising opportunities to the outsiders and insiders by receiving healthy amounts without depositing the same into the Government exchequer hence sustaining serious financial loss to Government and some time loss to the property, man and material in the College creating thereby an embarrassing situation for all Higher Authorities.

4. To curb the above activities being got conducted illegally and unlawfully in the premises of the College Campuses, it is hereby notified that, henceforth, no such activity is allowed to be conducted in the college premises without the Permission/NOC from the undersigned for which a proforma has been designed and is enclosed for the Permission/NOC for holding or conducting of any such activity that must be under rule and regulations in vogue.

5. The undersigned and the visiting field officers/DDCs shall strictly monitor such activities and a punitive action shall be recommended against the Principals found in deviation of the above directions.

(MUHAMMAD ZAHID MIANI)  
DIRECTOR OF EDUCATION (COLLEGES)

TRANSMISSION:

1. The PS to Director Public Instruction (Colleges) Punjab, Lahore.
2. PA to Director of Education (Colleges) Lahore Division, Lahore.

REQUEST FOR PERMISSION/NOC TO HOLD AN EVENT IN THE COLLEGE BY  
OUTSIDERS/DEPARTMENTS

To,

The Director of Education (Colleges),  
Lahore Division, Lahore.

Subject: NOC/PERMISSION FOR THE HOLDING OF EVENT/COMMERCIAL  
ACTIVITY/FUNCTION/ACTIVITY/AWARENESS OR ADVERTISING COMPAGN ETC.  
Please refer to the subject cited above.

2. Mr/Miss/Mrs/Mst/M/S\_\_\_\_\_with the address  
of\_\_\_\_\_has applied for the permission to hold  
\_\_\_\_\_in the college premises  
on\_\_\_\_\_.

3. The college administration will charge a Sum of Rs.\_\_\_\_\_for the  
subject event/program etc that will immediately be deposited into the college account titled as  
\_\_\_\_\_.

4. It is therefore requested that necessary permission to hold the event in the  
college premises by the outsiders may please be granted to proceed further in the matter.

5. The Permission Proforma/NOC form duly filled in by the outsider party duly  
attested and verified by the undersigned is attached to proceed further in the matter please.

PRINCIPAL  
GOVT.ASSOCIATE/GRADUATE  
COLLEGE\_\_\_\_\_





**PROFORMA FOR HOLDING OF EVENTS BY THE OUTSIDERS IN THE COLLEGE PREMISES**

<b>SR.</b>	<b>PARTICULARS/SEGMENTS</b>	<b>PROVIDED DATA BY THE OUTSIDERS TO BE VERIFIED BY THE PRINCIPALS</b>
1.	Name of the Party/Outsiders	
2.	Computerized Identity Card No with attested copy attached.	
3.	Address of the concern/party	
4.	Name of the Event to be conducted	
5.	Date, Day, Time of the Event	
6.	Event to be conducted at the location	
7.	Amount paid for the purpose.	
8.	Amount paid in cash or through Bank Challan.	
9.	Bank Name and Chalaan No if paid via bank.	
10.	Affidavit submitted to pay back any loss sustained to the College man, material or property of the college.	
11.	Any payment made in advance or paid fully at the time discussion.	
12.	Is the deterrent to any Institution of Pakistan?	
13.	Is the event anti-religious or anti-Pakistan?	
14.	Is the event against the norms, culture, traditions of Pakistani society or made on hate-based material etc?	
15.	Is the outsider a private concern or Government Institution/Local Government Department etc?	

Note: It is certified that nothing against Islam, Pakistan or any other institution of Pakistan shall be the base of the event otherwise case under Cr.PC may be got registered against the party/department.

Authorized Signature

Verified by Principal