



**BOARD OF INTERMEDIATE AND SECONDARY EDUCATION
86-MOZANG ROAD, LAHORE.**

To,

1. The Director of Education (Colleges) Lahore Division.
2. The Chief Executive Officers Education (DEAs) Lahore, Kasur, Sheikhpura & Nankana Sahib.
3. All Members of Chairman Squad.
4. All Members of Special Squads.
5. All Mobile Inspectors (Male & Female).
6. All Distributing Inspectors.
7. All Resident Inspectors/Heads of Institutions (Govt/Affiliated), Lahore Kasur, Sheikhpura & Nankana Sahib.
8. All Superintendents of the Examinations Centres & Practical Examiners.

No.2305/Spl. Exam Instructions

Dated:23-05-2025.

Subject: SPECIAL INSTRUCTIONS FOR THE SMOOTH AND TRANSPARENT CONDUCT OF EXAMINATIONS AND PRACTICALS 2025 ONWARDS

Apropos the subject referred to supra, in continuation of all previously issued instructions/SOPs and the special directions of the Competent Authority/Chairman BISE/Commissioner, Lahore on the subject referred to supra.

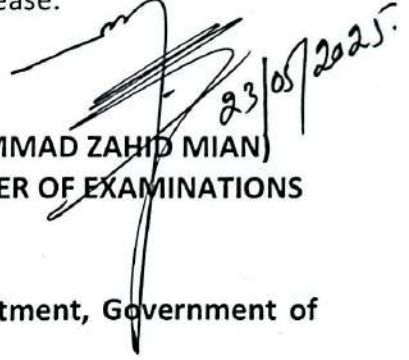
2. I am directed by the worthy Chairman BISE Lahore/Commissioner Lahore to convey the following special examination related instructions to be followed by all in true letter and spirit along with transmission of the same to all the lower formations for strict and very vigilant compliance on daily basis till the final termination of the theory and practical papers please:

- (a) All the Resident Inspectors/Heads of Institutions shall ensure provision of the cold water for the candidates and staff etc in both the Morning and Evening Sessions.
- (b) The Resident Inspectors shall ensure uninterrupted supply of electricity along with all functional fans/coolers, lights, spacious rooms/halls having neat and clean atmosphere with proper ventilation in the provided locations for the examination centres/Laboratories.
- (c) All the worthy officers/members of the squads, MIs, DIs, Special Squads, District Monitoring Officers, Officers from the School Education & College Education Department are requested to ensure transparency, fairness and meritorious conduct of the examination and practical examinations being conducted by the BISE, Lahore for the first Annual Examinations 2025 and onwards.

- (d) There is a **ZERO TOLERANCE POLICY OF THE PUNJAB GOVERNMENT** against use of malpractices in any case, form, mode, activity, way and shape etc hence all worthy officers are requested to ensure the conduct of cheating/mlapactices-free conduct of theory and practical examination papers in all centres across Lahore Division for the 1st Annual Intermediate Part-I & SSC Practicals Examinations 2025 onwards.
- (e) The visiting/inspecting officers are desired kindly to make sure that all the instructions are being implemented by all stakeholders in true letter and spirit.
- (f) The Superintendents of the Examination Centres/Practical Examiners must ensure that no supervisory staff member is in possession of any kind of gadget/device or cell phone in on or off mode with them as the same are to be in the personal custody of the Resident Inspectors/Nominated Officers.
- (g) There must not be presence of any unauthorized person/officer etc in or around the Examination Centres. The visiting officers of all Departments/Formations must have valid authority letters with them duly issued either by the Higher Education Department or the Controller of Examinations BISE. No other Authority letter is valid at all please.
- (h) Stray cases, UMC and Impersonation cases/disciplinary cases must be got registered against the candidates and the staff on the basis of solid evidences, witnesses, incriminatory material and not merely on the basis of allegations for the sake of allegations as the proper investigation is always based on sound incriminatory material that leads to imposition of penalty on the defaulters/malpracticers. BISE SOPs/rules already notified on the matter must be adhered to in true letter and spirit.
- (i) All other BISE rules/SOPs/regulations/instructions/directions must be adhered to for the smooth conduct of the examinations both theory and practicals.
- (j) The responsibility shall be got fixed on the person/officer concerned for any kind of negligence, carelessness and lethargic attitude towards the performance of the assigned examination related all duties please.
- (k) The visiting/Inspecting officers must ensure checking of the functionality of the CCTV Cameras installed in the Hard and Sensitive Examination Centres and in case there is any problem/ CCTV Cameras being out of orders the same must be got functional by directing the Resident Inspectors/BISE relevant wings.
- (l) **There must not be presence of any supervisory staff in PRIVATE CAPACITY AT ALL as only the worthy school education and college education department Government teachers must be ensured to be present in the centres.**

(3)

- (m) The Resident Inspectors must ensure their presence both in the morning and evening sessions along with ensuring the scanning of the question papers packets in both the sessions as per BISE rules.
- (n) The DEC Lahore/CEOs must kindly ensure the presence of their relevant staff duly appointed by the BISE in the light of the BISE Calendar (Updated 2025) & the directions of the PBCC.
- (o) All the supervisory staff must have their BISE cards and valid appointment letters in case of any generation of appointment letter, the superintendent must immediately get it notified/generated otherwise he/she shall be responsible.
- (p) Any other important instruction missed in the instant instruction letter must be considered to be the part of this intimation transmission please.


(MUHAMMAD ZAHID MIAN)
CONTROLLER OF EXAMINATIONS

TRANSMISSION

1. The PS to worthy Secretary, Higher Education Department, Government of the Punjab, Lahore.
2. The PS to Special Secretary, Higher Education Department.
3. The PS/PA to Worthy Secretary School Education Department, Government of the Punjab.
4. The PS to Additional Secretary (Boards), Higher Education Department.
5. The PS to worthy Additional Secretary, School Education Department.
6. The Director Monitoring, School Education Department with the request kindly to transmit the instant instructions to all stakeholders concerned for compliance.
7. The PS to Deputy Secretary BISE/PBCC, Higher Education Department.
8. The PA to Section Officer (Boards) Higher Education Department.
9. PA to Controller of Examinations with the direction to ensure transmission and receipt of the instructions/directions to all concerned.
10. The PRO of the BISE Lahore for posting on the BISE facebook page.
11. The Computer Incharge/Incharge BISE website for uploading the instant instruction letter.
12. All Deputy Directors Colleges Lahore, Kasur, Nankana Sahib & Sheikhpura to ensure the implementation on the instructions in true letter and spirit.
13. The Office Record File-2025.


(MUHAMMAD ZAHID MIAN)
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