



PUNJAB EXAMINATION COMMISSION

WAH DAT COLONY, LAHORE

(www.pec.edu.pk)

Tel: No: 042-99260142 Ext 106

No: PEC 134

Dated: February 22, 2024

To

**The Chief Executive Officers,
District Education Authorities,
All Punjab.**

Subject: **NOMINATIONS OF TEST ADMINISTRATORS FOR THE CONDUCT OF
QAT IN PEF SCHOOLS**

Kindly refer to the subject cited above; it is requested to nominate practicing teachers from your district to perform duties as Test Administrators (TAs) for the smooth conduct of QAT in PEF schools. The nominations should be based on the following criteria:

- I. TAs must be **willing, efficient, & computer literate**.
 - II. Nominate one Test Administrator (TA) against each selected school and grade.
 - III. Preferably nominate ESTs or above, in case of PSTs, nominate only those teachers who have minimum 5-year teaching experience.
 - IV. Give preference to those teachers who have already been trained for conduct of LSA.
 - V. Keeping in view the school type and gender of students, nominate female TAs for girls and co-ed schools, whereas nominate male TAs for boys' schools only (school type has been indicated on web portal as male, female, & both).
 - VI. The nominations should be from the schools that fall within the **radius of 16 km** of the sampled school.
 - VII. Nominated TAs must **NOT** be deputed in their own school.
2. Following is the Web link for the deployment of Test Administrators.
- LINK: <https://www.pefqat2024.educationservices.pk>
3. District wise usernames and passwords have been shared via email as per previous year's practice. Please, use this web link for nominations of TAs and provide requisite details of teachers/ TAs by 26th February 2024.

**DIRECTOR (RESEARCH & ANALYSIS)
PUNJAB EXAMINATION COMMISSION**

C.C: -

- I. The Chief Executive Officer, Punjab Examination Commission, Lahore.
- II. Director Admin Finance, PEC
- III. District Focal Persons for LSAs, All Punjab
- IV. Office file