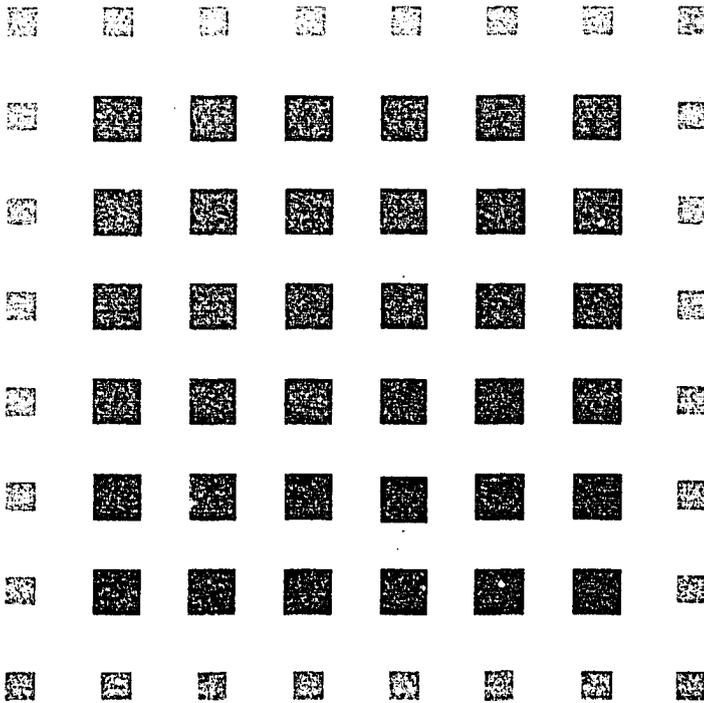


PD-ABG-886

**PRIMARY EDUCATION DEVELOPMENT PROGRAM
(PED)**

QUARTERLY PROGRESS REPORT FOURTEEN

1 April through 30 June 1993



USAID Program Number: 391-0497
USAID Contract Number: 391-0497-C-00-0546-00

AED

**PRIMARY EDUCATION DEVELOPMENT
PROGRAMME (PED)**

QUARTERLY REPORT NUMBER FOURTEEN

1 April through 30 June 1993

**Academy for Educational Development, Inc.
1255 23rd St. N.W.
Washington, D.C. 20037**

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In:	Peshawar, Pakistan
Contract #:	391-0497-C-00-0546-00
Project Name:	Pakistan Primary Education Development Program
AID Project Office:	USAID/HRD Islamabad

Primary Education Development Program

QUARTERLY REPORT FOURTEEN

For the Period 1 April through 30 June 1993

OVERVIEW

This report covers activities in both provinces during the fourteenth quarter of the contract period. The highlights of activities undertaken or accomplishments achieved during the quarter are listed below in brief. Following that are the Work Plans for the two provinces which update the status of each component of the Plan.

ADMINISTRATIVE MATTERS

In Balochistan and NWFP two long-term resident advisors, Jorge Valdes, EMIS advisor in Balochistan, and from NWFP, Nick Cowell, advisor on teacher training in NWFP. Suman Bhattacharjea, policy Analyst and short term consultant in Balochistan left with Jorge, her husband. They are all much missed for both their personal and professional contributions to PED.

In Balochistan, the position of Director Primary Education was made operational and was filled by Malik Ijaz. In both provinces the End-of Year Progress Reports and Fifth Annual Plans were reviewed and approved by the respective Steering Committees. Both Fifth Year Plans include all the SAP planned activities and are consonant with the Eighth Five Year Plan in each province.

In Balochistan the Province also met all conditions for the new World Bank Loan to be made effective, as of July 13, 1992, and the Committee for evaluating Technical Assistance proposals completed its work and recommended a firm for negotiations.

In NWFP, a multi-donor World Bank team conducted a program appraisal and developed draft detailed cost tables for all elements for a seven year period, from July 1993 through June 30 1994, with the first two years to be funded through SAPP.

EMIS

The Balochistan EMIS (BEMIS) completed computerizing and validating the fall 1992 census, which had been completed and reports prepared in NWFP in January. BEMIS completed data collection for the Balochistan spring school census, which is not conducted in NWFP. The second tranche of USAID supplied computers arrived in both provinces and plans were made to begin distribution in the next quarter.

Construction

Because of a delay in the receipt of USAID grant funds, all school construction planned for Balochistan has been temporarily halted though land for construction of the new Primary Education Directorate Building was secured and boundary wall construction began.

In NWFP, school construction plans were drawn up and approved for the seven year period 1993-94 through 2000.

TEACHER TRAINING AND SUPPLY

A third cycle of the accelerated teacher training course has begun in Balochistan and will last during the period of June to September, 1993. Two thousand teachers are being trained in 47 sites in the summer zone. The original target of providing training for 8000 untrained primary teachers, who are eligible and willing, will be met by March, 1994.

STUDY TOURS

A study tour for Balochistan education officials to the Philippines and Thailand was completed in May, 1993. Another tour to Indonesia and Malaysia is scheduled for January, 1994. The objectives of the tours are to study pre-service and in-service teacher training to get ideas for the revision of primary teacher training in Balochistan.

In NWFP, a study tour to the Northwest Educational Laboratory in Portland and to schools in Montana to learn about multi-grade teaching, community support, and the management of small rural schools was conducted for ten primary education officials. Additional tours for instructional materials developers, Curriculum Bureau and teacher training college personnel are in the final stages of preparation.

Meetings have begun in Balochistan to determine the scope and focus of a revised teacher training program which will replace the present system of "on-service" teacher training with a pre-service teacher training program. The program will begin in two GCETs in which instructors of the other colleges will also be trained.

The project will result in a coordinated teacher training "system" for the province which will integrate and coordinate the activities of the Asian Development Bank project and UNICEF projects as part of the system.

Curriculum & Instructional Materials Development

Writing teams began working on the reform of textbooks in Balochistan in April, working under the supervision of two subject specialists from the Bureau of Curriculum & Extension and one PED program associate. They are responsible for the development and writing of Maths and Urdu textbooks and teachers guides for Kachi and Class I. The Maths books for Kachi Class are complete to pre-press stage. They are undergoing final editing and will be ready for tendering by 15 July. The Urdu books for Kachi Class will follow close behind.

Training is on-going for select Balochistan writing team members in desktop publishing, in particular, the Urdu software package. In addition, one subject specialist from the Bureau of Curriculum and one from BEMIS are undergoing desktop publishing training.

In NWFP, the one-year trial use of Kachi materials was completed in late March and the materials prepared for printing by the Textbook Board for sale province-wide. Printing by the Board of Pakki materials was delayed and prevented the beginning of the field trial in April as had been planned.

BALUCHISTAN AND NWFP

Balochistan

4. ADMINISTRATION AND MANAGEMENT

4.1 A Directorate of Primary Education will be established. Implementation, including expanded authority for issues such as staff selection, will begin immediately. New office premises will be rented and equipment and furnishings procured for both the Provincial Directorate office and new DEO offices.

4.1.1 Temporary facilities will be rented for the Provincial Directorate of Primary Education. Furnishing and equipment will be purchased.

Start: 7/92

End: 12/92

Staff: Malik Jaffar

Status: Building rented, Additional Director; TA for Admin/Mgt and Teacher Training moved over. Computer and instructional materials development remain await completion of additional space. Complete shift over by June 93 if GoB approves.

4.1.2 Temporary facilities will be rented for each new DEO Primary position established. Furnishing and equipment will be purchased.

Start: 7/92

End: 6/93

**Staff: Malik
Jaffar**

Status: 2 DEO Female and three SDEO positions established in March. Nominations are being considered. Expect to be in offices by June 30th.

4.1.3 Vehicles will be purchased for each newly created DEO and SDEO position. Vans will be purchased for each district.

Start: 7/92

End: 6/93

**Staff: Malik
Jaffar**

Status: See 4.1.2

4.2 Design a training strategy and implementation plan to orient staff of the Primary Education Directorate to their new roles and responsibilities.

4.2.1 Develop final position descriptions, procedures, responsibilities and working documents needed by all positions to properly conduct their duties.

Start: 7/92

End: 12/92

Staff: Malik
Darnell
Jilani
All Staff

Status: All position descriptions including delegation of powers drafted; Final approval by Secretary after Senior Staff review in April 1993.

4.2.2 Design a training strategy for personnel at the new Directorate which defines the type(s) of training required for each position and the content of that training.

(Note: A separate activity under the Teacher Supply and Training section of this plan covers teachers.)

Start: 7/92

End: 12/92

Staff: Malik
Darnell
Noel
Jilani
Staff

Status: Job descriptions and training requirements defined. First training for DEOs and SDEOs scheduled for 4/93 and follow up training for SDEO's in Late May.

4.2.3 Produce a two-year implementation plan for the training program. The plan will specify positions to be trained, materials required, length of training, and approximate dates.

Start: 7/92

End: 6/93

Staff: Malik
Fanslow
Jilani
Noel

Status: Ongoing; Consultant Noel in place.

4.3 Implement training plan for Directorate Staff.

Start: 7/92

End: 6/93

Staff: Malik
PE Officers
Noel
Darnell

Status: Continuous on job training; First training workshops for SDEOs before 4/93. Secretary has authorized a 'Transition Directorate' effective May 1, 1993. This will permit direct 'on the job training' and assistance by the TA team prior to take over and public dealings begin on July 1, 1993.

4.3.1 Produce training packages for each training session. This includes print material as well as audio/visual and computerized material as required.

Start: 7/92 End: 6/93

Status: Ongoing. SDEO Training Package will be completed by 4/93

4.3.2 Conduct training seminars for Primary Education staff. Conduct up to eight management seminars to orient senior staff and at least two in-service training sessions for DEOs, SDEOs, ADEOs, Head Teachers and others responsible for improving primary education in Balochistan.

Start: 7/92 End 6/93

Status: Development ongoing; Twenty Professional Women trained in data-utilization and basic computer applications in January-February. Information utilization - BEMIS Series for different staff levels in process for March-May 1993. First Seminar on Database management conducted in March.

4.4 At least two study tours for primary education directorate personnel will be conducted. Tours will include formal training at locations such as Innotech - Manila; USA management/policy training tour, other escorted and formal tours to be determined. Equal numbers of male and female staff will participate and priority will be given to Grade 17s and those who have not participated in any donor sponsored study tour during the prior two years.

Start: 2/93 End 6/93

Status: GOB and USAID approved plan completed 11/92 due and participants selected - 1/93. Required TOEFL testing completed early December. Teacher Training tour departs April 17, 1993.

4.5 Three professional development seminars will be conducted for senior staff involved with primary education. Topics relating to Primary Education will be discussed, problems and possible solutions identified.

Start: 2/93 End 6/93 Staff: Malik
All TA

Status: Student Centered Learning and Instructional Materials Design Series effectively completed in Nov/December (three workshops). Using information to develop a list of (senior staff) scheduled for March/April 93. Fiscal Management for SDEOs and DEOs scheduled for April 93.

4.6 An action plan will be developed for making effective use of all the resources available for Primary Education, whatever their source (ADB or Donor). The Donor Coordination System will be maintained on a regular basis with a minimum of quarterly meetings of all donors associated with primary education. The system will identify current and potential donors (including private sector) to the primary education system; categorized by program/activity area, amount and nature of current and future funding.

Start: 9/92

End 6/93

Staff: Malik
Darnell

Status: The Annual Plan for 1993/94 is in preparation and will be completed in April 1993. It will present an integrated plan that includes all works and activities whether GoB or Donor supported. Action Plans for each activity area being developed with each TA. TA team was responsible for finalizing the multi-donor Social Action Program for Balochistan in March 1993.

4.7 Community and Organizational development experiments will be completed. A plan for community involvement in education will be developed. The basic components of this plan will be community organization for establishing primary schools, promotion of female primary education, and pilot testing the concept of Home Schools in semi-urban areas and small towns. Coordinated efforts with NGOs will be in the supervisory and training capacities of the plan.

4.7.1 Complete pilot efforts in at least three divisions. The input required for this pilot phase will be for local technical assistance and cost of transportation. This support will mobilize the village community, by under-taking village-based assessment surveys, promotion and organization of village education committees for schools.

Start: 9/92

End 6/93

Staff: Mirza
Sheik
Quratul Ain
Darnell
Mushtaq

Status: Lorelai Pilot determined successful. Secretary has set aside 120 teaching posts for community supported schools. Schools in process of being established in the Nasirabad and Makran divisions as well as all of the Zhob Division. Two NGO's have been established to work with the Community Support Program.

4.7.2 Establishment of up to 25 Home Schools in cooperation with Habib Bank Trust. Provide technical assistance and transportation for mobilization of semi-urban communities; identification of Home School teachers; assessment of community; training of Home School teachers. Emphasis will be placed on building supervisory and promotional support, development of curriculum and instructional materials to provide equity with government schools, and continued monitoring and evaluation of the progress of Home Schools.

Start: 9/92

End 6/93

**Staff: Jaffrey
Sheik
Quratul Ain
Darnell
Mushtaq**

Status: 10 home schools established with Habib Bank funding support have been operating successfully since September 92. An additional 9 are established with the support of the Netherlands funded WASA community support program. This program now has the support of TVO; Netherlands; Canada; and UNICEF; in addition to the USAID PED and Government of Balochistan.

4.8 Female management positions in Primary Education will be established. At least 12 female District Education Officers (DEOs) will be established and qualified candidates will be recruited and provided skill training.

Start: 9/92

End 6/93

**Staff: Malik
Jaffar
Darnell**

Status: These positions are included in SNE. Secretary has requested S&GAD to include all Primary Education Positions in female as well as male section of the rules. Approval from S&GAD expected soon.

4.9 A strategy for assessing the quality of performance of primary teachers and administrators in Balochistan will be designed. Assessment systems in other countries will be studied as a basis for planning a study in Balochistan and designing appropriate assessment tools. Requires TA support.

Start: 9/92

End 6/93

**Staff: Malik
Bhattacharjea
Jaffar
Darnell**

Status: Draft indicators have been prepared and submitted to working group for consideration.

4.10 An action plan to support private initiatives in Primary Education will be developed. A study of the feasibility of a private education foundation will be conducted. Plan will include recommended policy and administrative changes to facilitate implementation.

Start: 9/92

End 6/93

Staff: Ishaq
Secretary ED

Status: Academic Committee Formed at Secretariat Level for Foundation. Charter submitted to Law Department for vetting.

4.11 The organization, capacity, and sustainability of the Balochistan Education Management Information System (BEMIS) will be strengthened through attention to staff availability and quality issues and continuation and improvement of ongoing data collection and processing activities.

4.11.1 Develop a long term staffing needs assessment and staffing plan. Develop job descriptions for all BEMIS posts. Develop rules governing appointment to all BEMIS posts.

Start: 7/92

End: 6/93

Staff: Qambree
Sarfraz
Valdes

Status: Staffing needs assessment and job descriptions complete. Service rules drafted and in process at S&GAD.

4.11.2 Appointments of GoB personnel to all existing BEMIS posts in central and field offices. Design and implement appropriate in-country training and short term study tours for these staff.

Completion date: June 1993

Start: 7/92

End: 6/93

Staff: Qambree
Sarfraz
Valdes

Status: 9 existing BEMIS posts still vacant. Ten-day refresher training for all existing field staff completed in coordination with NEMIS 10/92. Training of BEMIS staff in data analysis initiated 11/92. Candidates for study tours identified 10/92.

4.11.3 While long term appointments are finalized, hire short term local consultants to carry out BEMIS operations.

Completion date: Effective Immediately

Start: 7/92

End: 6/92

Staff: Qambree
Malik
Darnell
Valdes

Status: Program Associate and one additional short term consultant hired to oversee BEMIS operations. Education Department has contracted data entry and one data analyst.

4.11.4 Continue School Census data collection and processing activities. Implement standard, documented procedures for data entry, validation, editing, and production of basic outputs.

Completion date: Fall Census - Dec. 1992;
Spring Census - May 1993

Start: 7/92

End: 6/93

Staff: Qambree
Sarfranz
Qazalbash
Valdes
Siddique

Status: On schedule; Spring data collection instrument approved; training planned for April 15th. Spring data collection begins on May 1, 1993.

4.12 Dissemination and utilization of BEMIS data will be strengthened through regular analysis and dissemination of data in formats appropriate to decision makers (workshops, reports etc.).

4.12.1 Prepare a plan for production of a series of reports aimed at decision-makers. Standard dissemination policies, procedures and recipients will be identified.

Completion date: July 1993

Start: 11/92

End: 6/93

Staff: Qambree
Sarfranz
Valdes
Bhattacharjea

Status: Training of BEMIS staff and analysis of existing BEMIS data in process. First reports have been produced.

4.12.2 Complete analysis of Human Resource Survey (rural and far-flung) in cooperation with UNICEF. Prepare policy papers on the implications of the study and implement relevant action plans for teacher supply and distribution. Conduct seminars with relevant male and female policy makers to discuss action plans as part of implementation.

Completion date: Reports - September 30, 1992

Start: 11/92

End: 6/93

Staff: Junaid
Qazalbash
Bhattacharjea

Status: DR. Andrea Rugh will analyze the rural and far-flung data. Expected by June 1993. Report on Semi-Urban is complete.

4.12.3 Distribute released data in the form of annual statistic books, profiles, and information papers.

Start: 7/93

End: 6/93

Staff: Qambree
Sarfranz
Valdes

Status: On schedule. Now a regular product of the system.

4.13 Three additional computer-based systems will be designed and implemented.

Completion date: June 1993

4.13.1 Financial Management System will be developed procedures standardized, necessary staff obtained and system operating in parallel to existing system for a full year. A local accounting firm will be hired to work with GoB on system design and development. Province will provide information on past and current expenditures as required by PIL 8.

Start: 7/92

End: 6/93

Staff: Malik
Jaffar
Qasim
Acct Firm

4.15 Plan and establish a Policy and Operations Research Cell within the office of the Director Primary Education. The cell will be responsible for planning and contracting out research studies in selected areas.

Completion date: June 1993

Start: 10/92

End: 6/93

**Staff: Malik
Darnell
Bhattacharjea**

Status: Plan for Cell structure and functions drafted. SNE for FY 93/94 will include positions.

5. CONSTRUCTION

BENCHMARK: Primary education facilities will be increased and located more effectively to increase enrollment of targeted populations. Schools and classrooms constructed with PED resources will be part of an overall Provincial plan which will be coordinated with other construction programs such as ADP, MP Development Funds, World Bank etc. Seven activities relating to continuation and improvement of primary education construction program in Balochistah contribute to this benchmark:

5.1 Second Year of Contract with private A&E firm to assist the Director Primary Education and Director DCW in the following tasks:

- Supervision of all Primary School construction in Balochistan
- Maintenance and repair of existing primary schools including development of plan and assessment of physical requirements of targeted schools (400 in 1992/93).
- Planning and design assistance on an as-required basis. This assistance includes but is not limited to development of alternative designs for primary schools and development of criteria for design selection, construction quality and suitability of sites for construction.

Start: 9/92

End: 6/93

Staff: Secretary Education
Malik
Jogazai
Bamjee

Status: M/S Engineering Consultants (A/E firm) Consultancy Services - Contract Agreement has been renewed for second year vide Additional Director memorandum no. 45/901-144-50/USAID dated February 2, 1993 (the approval of the same has been granted by the Secretary Education vide their letter no. 11-3/92-E-SO(D) dated January 25, 1993).

5.2 60 primary schools will be constructed in locations where there is assurance by the responsible District Education Officer that there are at least 35 girls and boys in the age group 5-9 who have no other access to schools and that the location meets other site criteria. New construction will be 60% for female schools.

Start: 9/92

End: 6/93

Staff: Jaffar
Mengal
DCW
Bamjee

Status: The approved list of school sites have been submitted to A/E firm to prepare design bills of quantities, estimated cost, packing of school sites in co-ordination with the respective divisional Engineers and bid document. The construction work on sites will start after the required funds are received in the PLA Account by the Additional Director, Primary Education

Development Program, Quetta..

5.3 140 additional primary school classrooms will be constructed in areas of severe overcrowding and/or where children attend classes in shelterless areas. At least 60% of the construction will be for female education.

Start: 9/92

End: 6/93

Staff: Jaffar
Mengal
DCW
Bamjee

Status: The approved list of school sites have been submitted to A/E firm to prepare design, bills of quantities, estimated cost, packing of school sties in co-ordination with the respective Divisional Engineers and bid document. The construction work on sites will start after the required funds are received in the PLA Account by the Additional director, Primary Education Program, Quetta.

5.4 15 girls' and 15 boys' primary schools will be upgraded to middle schools in areas where middle school opportunities do not exist for girls and where class 4 and 5 enrollment is enough to justify provision of the higher level of schooling.

Start: 9/92

End: 6/93

Staff: Jaffar
Darnell
DCW

Status: The approved list of school sites have been submitted to A/E firm to prepare design, bills of quantities, estimate cost, packing of school sites in co-ordination with respective Divisional Engineers and bid document. The construction work on sites will start after the required funds are received in the PLA Account by the Additional Director, Primary Education Development Program, Quetta.

5.5 200 existing primary schools and primary sections of middle and high schools will be repaired.

Start: 9/92

End: 6/93

Staff: Jaffar
Jogazai
Bamjee

Status: The approved list of 225 school sites for repair and maintenance was been submitted to the consultants for physical condition survey and preparation of drawings, bill of quantities and cost estimates.

5.6 Commodities support. Provide furniture for 60 new primary schools, 140 additional classrooms, and 30 newly upgraded middle schools.

Start: 9/92

End: 6/93

Staff: Jaffar

Status: After completion of construction at approved sites and with the availability of funds from USAID, the commodity supports will be provided to the schools.

5.7 Architectural design, tender and contract for construction of Primary Education Directorate Offices and Resource Center will be completed.

Start: 9/92

End: 6/93

Staff: Malik
Darnell
Banjee
DCW

Status: 1. Land for construction of Primary Education Directorate at Sabzal Road has been purchased and transferred to the Director Primary Education Directorate (Education Department, Government of Balochistan). The Tehsildar Quetta has been requested by the Assistant Commissioner/Collector City Sub-Division Quetta to mutate the required land in the name of Director of Primary Education and hand over its possession to the representative of the Director Primary Education USAID Development Program, Quetta. The above formalities are expected to be completed in the next 3 or 4 days.

2. The position of land for the Directorate of Primary Education at Jinnah Town in same as that for Sabzal Road.

- o The draft contract agreement for the Directorate of Primary Education Building has been prepared and approval from the competent authority is still awaited.
- o The Secretary Government of Balochistan, Education Department has informed the Additional Director Primary Education that the newspaper notice for pre-qualification of consultants for designing of the building for the Directorate of Primary Education Quetta, Balochistan, be advertised only after the possession of the land site.
- o The draft terms of reference for A/E Consultancy Services - Contract Agreement for the Directorate of Primary Education has been prepared and submitted to the competent authority for approval.

6. TEACHER SUPPLY, TRAINING, AND SUPERVISION

BENCHMARK: The short and long term supply and quality of teachers will be expanded through the following activities:

6.1 An accelerated teacher training program will be launched throughout the province to train approximately 8,000 untrained working primary teachers.

Completion date:

6.1.1 Conduct two 3-month training cycles per year in 50 training centers in Summer Zones (Cycle 1) and 57 in Winter Zones with 50+ untrained teachers (Cycle 2) in each center.

Cycle 2

Start: 01/93

End: 03/93

Staff:

Shaw

Malik

Anwar

Fanslow

Status: On-going

6.1.2 Monitor training sites in each zone during each of the training sessions. A series of visits by Curriculum Bureau's Education Corps, Supervisors/Learning Coordinators, to all sites to monitor attendance, receipt of materials, condition of facilities, etc. will be conducted during each cycle.

Cycle 2

Start: 01/93

End: 03/93

Staff:

Shaw

Malik

Anwar

Fanslow

Status: On-going

6.1.3 Evaluation of each Zone's Training will be conducted by Education Corps and PED personnel to evaluate (1) design of program, (2) effectiveness of lessons, (3) effectiveness of Master Trainers. Results of evaluation in each Cycle will impact on the content and revisions of the training materials for the next Cycle.

Cycle 2

Start: 01/93

End: 03/93

Staff:

Shah

Malik

Anwar

Fanslow

Status: On-going

Start: 03/93

End: 05/93

Staff:

Malik
Anwar
Iqbal
Kirmani
Fanslow

6.3 Mobile Female Teacher Training shall focus initially on insuring that posts are sanctioned for all trainees of 1991-1992. This was completed. An additional 60 posts were allocated to the MFTTP. The MFTTP is now cooperating with the Community Support Program (CSP) which has also received 60 primary posts. The CSP/MFTTP have jointly implemented a recruitment program to identify girls to open community schools. These girls are then trained by the MFTTP and receive sanctioned posts; the community schools are then converted to Govt. schools. The training is concurrent with the accelerated program.

Status: On-going

6.3.1 A detailed plan for monitoring sites and assessing training of 1991-1992 MFTT graduates in their sanctioned posts will be completed in coordination with community involvement initiatives. An evaluation program funded by UNICEF was implemented and completed and included all previously trained teachers still in the classroom. The results are being implemented in planning for the next training cycle.

Start: 12/92

End: 02/93

Staff:

Yousufi
Ijaz Ahmed
Fanslow

Status: Completed

6.3.2 Follow-up of the 1991-92 MFTT teacher sites. Ensure that floating teaching posts are sanctioned.

Start: 09/92

End: 11/92

Staff:

Anwar
Mirza
Fanslow

Status: Completed

6.3.3 Private Candidacy Program for upgrading all 8th grade pass working teachers from MFTT shall be developed and implemented, according to the directives of the CM in his Feb. 1992 memo.

(Note: While it was anticipated that many of the women with a middle pass would need assistance in reaching a matric pass, many have already received their matric by sitting the exam after private tutoring.)

6.6 Two Study Tours for teachers, teacher trainers, and officials to Korea and the Philippines to study historic and current trends and practices in teacher training shall take place. Participation will be equal numbers of men and women.

Status: One planned for 04/93 -- Philippines and Thailand
One planned for 08/93 -- ??

Staff: Anwar
Robb
Fanslow

6.7 Commodities support. Library books shall be procured from the lists developed during 1991-92 consultancies. This is to include books for the Bureau of Curriculum and Extension, and both male and female GTTCs.

Status: On-going
First purchases made 12/92

6.7.1 An additional initiative was begun to secure reference books for the Directorate specifically for teacher training and curriculum/materials development. Initial, purchases totalling Rs20,000 have been made from domestic publishers and book stores.

Start: 01/93 End: On-going

6.8 Primary Teacher Training Revision efforts will be started to enable Faculty of GTTC to begin to prepare themselves for pre-service teacher training in 1994. Requires TA support.

Start 03/93 End: 08/94 Staff: Abbasi
Anwar
Malik
Fanslow

Status: On-going

7. INSTRUCTIONAL MATERIALS

BENCHMARK: Curriculum and instructional materials development and production will be improved through the following activities:

7.1 An Instructional Materials Development and Training Cell will be established, consisting of appropriate personnel and components in instructional materials development and writing, formative evaluation and criterion reference testing, materials production, and special projects. Staff will be attached to the cell from the school cadre.

Completion date: November 1992

7.1.1 Establish organizational framework and goals and responsibilities for each component

Start: 06/92 End: 8/92 Staff: Shah,
Robb,
Malik,
Anwar,
Akbar

Status: Completed

7.1.2 Attachment of subject specialists (one male and one female) from the Bureau of Curriculum to work as core personnel in the Cell

Start: 07/92 End: on-going Staff: Shah,
Robb,
Anwar,
Ramzan
DEO Fem.
Malik

Status: 2 attachments completed 8/92. Additional attachment approved to begin 5/92 for formative evaluation. One illustrator hired and one part-time translator hired. 10 teachers attached for three months to form the first set of writing teams.

7.1.3 Training of cell personnel in NWFP to observe and learn about IMDC operations in that province

Start: 08/92 End: 09/92 Staff: Shah,
Ramzan

Status: Completed

7.1.4 Training workshops for staff and subject specialists conducted by PED technical advisers and outside consultants

Start: 09/92 End: on-going Staff: Shah,
Robb,
Ramzan

Status: Initial computer training for five personnel completed, other is on-going. Training workshop on Page Design & Layout conducted for 24 persons from the Textbook Board, Bureau of Curriculum, BEMIS and BIMDTC in Nov. 1992.

7.2 Instructional materials will be developed for Kachi (pre-literacy and pre-numeracy) as a result of needs established by teachers from pilot schools. Special focus will be given to multi-age and multi-grade learning conditions. In coordination with UNICEF.

Completion date: On-going

7.2.1 Evaluation feedback collected and analyzed from participating pilot schools with regard to pre-literacy materials

Start: 05/92 End: 10/92 Staff: Shah,
Ramzan,
Ali, Gulzar

Status: Completed

7.2.2 Redesign of pre-literacy materials, small group testing of revisions, and final form of materials to be developed.

Start: 09/92 End: 11/92 Staff: Shah,
Ramzan,
Ali, Gulzar

Status: Completed

7.2.3 Preparation of camera-ready-copy of pre-literacy materials, ready for printing.

Start: 09/92 End: 12/92 Staff: Ramzan,
Ali, Gulzar

Status: Completed

7.3.3 Assist the Textbook Board in reviewing and revising their management, organization, and budgeting procedures.

Start: 07/92

End: 04/93

**Staff: Robb,
Qasam,
Ramzan,
Akbar**

Status: Distribution Study underway 12/92, to be completed April 1993.

7.4 A plan for skill development of the existing personnel of the Bureau of Curriculum will be implemented with regard to development of instructional materials.

Completion date: June 1993

7.4.1 Attach subject specialists for two years to the operations of the Instructional Materials Development and Training Cell.

Start: 07/92

End: on-going

**Staff: Robb,
Ramzan,
Shah**

Status: Two subject specialist attached, others to follow. One day workshop on Page Design & Layout, 11/92. One subject specialist attached for formative evaluation.

7.4.2 Provide a training base for the proposed resource centers.

Start: 08/92

End: on-going

**Staff: Robb,
Ramzan,
others**

Status: Training opportunities started, however, resource centers may have been delayed (ADB project).

7.5 Study tour of curriculum development and evaluation systems of other countries (Egypt & Jordan).

Completion date: November 1992

Start: 08/92

End: 11/92

**Staff: Robb,
Ansari**

NWFP

4.0 ADMINISTRATION AND MANAGEMENT

Staff: Robinson, S. J. Khan, Ms. Lodhi, consultants

4.1 Implementing an action plan for making effective use of all resources available for primary education, governmental, donor, or private.

a). Update financial and program goal achievement data (actual versus planned) from project, program directors.

Start: 1/10/92 End: ongoing

Status: The progress report for each donor-funded project for the first quarter of fiscal year 1993, 1 July 1992 -- 30 September 1992 was completed and shared with the Secretary of Education and his planning officers.

b) Update all files on a regular basis, using information supplied by project update forms, also used for Donor Coordination Meetings.

Start: ongoing End: Continuing

Status: The computer program is being re-designed so that the transfer of financial data from this system to the FEMIS is seamless. The current program is inadequate.

4.2 Strengthen the Directorate of Primary Education by modernizing, streamlining its operations and those of its support and field staffs.

a). As part of sub-contract to be let for training needs assessment; perform job and task analyses, as appropriate, and develop and train in new procedures

Start: 1/12/92 End: 31/12/92

Status: A new system for office procedures, file management, record keeping, handling visitors, report writing, acknowledging field inquires etc, and a short training program was completed and will be implemented in the first quarter of the new fiscal year.

b). Perform assessment and conduct training of Trainers of Trainers, training of field office personnel.

Start: 1/1/93 End: 6/30/93

Status: Deferred until the next fiscal year.

c). Develop improved systems, practices, as appropriate, review with management, for inclusion in training (See 4.5)

Start: 1/2/93 End: 30/6/93

Status: See a), above.

4.3 Develop and implement an action plan to review and revise the administration of teacher training programs to carry out the Directorate's school improvement program.

Staff: Cowell, Ms Bhatti, Mrs. Bhatti

a) Conduct meetings of committee constituted to examine the organization and functions of the Curriculum Bureau.

Start: 7/92 End: 8/92

Status: Committee met, chaired of the Secretary of Education, and agreed to a re-organization of the Bureau, including twelve new posts.

b) Coordinate decisions of this committee with needs of the school improvement program.

Start: 9/92 End: 9/92

Status: Deferred until next fiscal year.

c) Develop plan to provide quantity and quality of teachers needed for the SIP program.

Start: 10/92 End: 10/92

Status: Tentative agreement has been reached to sanction a number of teaching posts as a pool from which the Secretary can release teachers during the year as the need arise. This will solve the problem, if the decision is implemented.

d) Execute plan.

Start: 11/92

End: ongoing

Status: Will take place next fiscal year.

4.4 Develop a more efficient management system and set of procedures to streamline processing of administrative policies and procedures, such as the development and approval of PC1s.

a) Develop list for all policies, procedures for which approval should be streamlined and of which positions in which departments are presently involved in their approval.

Start: 1/11/92

End: 15/11/92

Status: List prepared.

b) After problem analysis, prepare list of suggested changes

Start: 16/11

End: 21/11

Status: Deferred at request of Director.

c) Meet separately for discussions and to secure tentative approvals of possible changes with concerned department authorities, first in Education, followed by P&D, Finance, and any other department regularly involved.

Start: 5/12

End: 31/12

Status: Deferred. Activity may be canceled as unnecessary. This year, due to increased efficiency, all or nearly all PC1s for new schemes will be final in the first of the new fiscal year.

d) Finalize approvals, prepare revised procedures and disseminate to concerned authorities

Start: 1/1/93

End: 30/1/93

Status: Deferred.

4.5 Staff training

Start: 01/12/92 End: 31/01/93

Status: Completion expected August 30, 1993.

e) Develop system to analyze and report data from the 1992/93 simplified data base.

Start: 01/12/92 End: 31/12/92

Status: Completed.

f) Expand EMIS into all district offices.

Start: 15/01/93 End: 6/30/93

Status: Will be completed by early September '93, including training of operators and distribution to secondary cell, secondary division offices, and the Secretariat cell. Computers were not available in time to accomplish the work in this quarter.

4.6.2 Develop and implement FMIS (Financial Management Information System)

a) At the provincial level

Start: 15/06/92 End: 30/4/93

Status: Completed. Personnel trained, now operating system with occasional supervision from technical consultant. USAID now requests a sub-contract with a financial expert planner or chartered accountant firm be let to examine the system and re-design it, if necessary, to make it a more transparent system responsive to donor financial information needs.

b) At the district level

Start: 1/2/93 End: 30/6/93

Status: System designed, adapted, and staff trained in four districts to implement the system. Implementation underway.

4.6.3 Performance and resource monitoring. The Directorate will develop a planning, scheduling, monitoring and financial management system that provides the means for quickly and efficiently determining the status of any primary

education project in the province. This information will include information on all activities whatever the funding source. The financial management system is included in the system described in 4.6.2

a) design and establish data base format for project data

Start: 6/92 End: 7/92

Status: Completed

b) design data form, try, revise, and enter data from PC1s for all operating or prospective projects with approved PC1s.

Start: 7/92 End: 9/92

Status: Completed

c) corroborate PC1 data with projects' staff; collect data on project expenditures and achievement (planned versus actual) in first quarter, fiscal year 1993

Start: 9/92 End: 10/92

Status: Completed for first and second quarter. Computer program being re-designed to be more readily accessible to the FEMIS program. Linkage was difficult to accomplish using the old, first-designed program.

d) continue monitoring and reporting status of each project to COP/Education, Secretary of Ed, Director of Primary Ed.

Start: 11/92 End: on-going

Status: Will be on-going, as required, once new data base program designed.

4.6.4 Develop and implement PMIS (Personnel Management Information System)

a) At the provincial level

Start: 01/11/92 End: 14/01/93

Status: First-draft system design complete, waiting review by concerned officials.

b) At the district level

Start: 15/01/93

End: 01/10/93

Status: Decision made in this quarter to proceed with developing the system. Consultant re-engaged and work has begun. Completion time now extended until second quarter of next fiscal year because of the magnitude of the data base.

4.6.5 Develop and implement a school facilities component, computerizing the physical status survey and school mapping data, organized by district and sub-district (tehsil)

a) Develop the data base structure and files by tehsil, working with the engineers doing the physical condition survey.

Start: 1/12/92

End: 15/12/92

Status: Waiting for the Physical Condition Survey to begin.

b) Enter all data from survey; when complete, transfer files to district computers, maintaining one file in Directorate P&D.

Start: When survey begins

End: 30/6/93

Status: Still waiting for survey to begin

c) train district personnel to maintain, update files on a regular basis

Start: 7/93

End: 9/93

Status: When work begins.

4.7 Provide technical assistance for the creation of a database management system on teacher training for the Curriculum Bureau

a) Analyze the data base requirements, develop a data base format, try the system

Start: 22/11/92

End: 22/12/93

Status: completed

c) DEOS, SDEOS, ADEOS (Academic) of the eight districts added to the SIP in September 1992 attend an additional action planning workshop on monitoring and increasing the quality of instruction in their schools

Start: One month after first workshop ends End: 2 days after workshops begins

Status: No action taken on this item until assurance given (see b, above)

d) DEOS and Directorate staff develop plans and reporting procedures to monitor action plan performance at sub-district, district, and provincial levels

Start: 4/93 End: on-going

Status: Will be accomplished after workshops have been completed.

4.9 Providing partial funding to the Frontier Education Foundation (FEF) and implementing a plan for the promotion of private primary education.

a) include as many private schools as possible to locate in Annual School Census

Start: 1/1/93 End: 15/3/93

Status: DEOs have been asked to survey and locate all private schools, and administer a school census questionnaire to each.

b) expand and improve the private school registration system to monitor expansion of private primary schools

Start: 1/1/93 End: ongoing

Status: Deferred until census is complete.

c) develop and get FEF Board approval for a set of priorities for funding grant applications.

Start: 15/1/93 End: 30/1/93

Status: Complete in draft form but not yet approved by Board due to changes in government. Assembly dissolved, caretaker government

operating in all provinces and at Federal level or a two and one-half month period. Hence Board of FEF no longer viable (Chief Minister was Chair, other Ministers members) until after new elections in October 1993.

d) disseminate priorities widely

Start: 1/1/93

End: ongoing

Status: Will wait until FEF becomes operational.

e) develop plans, procedures for FEF staff to use in processing applications according to the priorities established by the Board.

Start: 1/2/93

End: 28/1/93

Status: Completed by Managing Director, submitted to his Board, but action deferred by the Board until after a thorough review of the structure of the FEF has been accomplished.

4.10 Implementing a female promotion plan by including females in all administrative, planning, and computer training programs and by providing specially designed programs for females.

a) continue training in writing (memos, reports, letters, directions), reading, speaking, understanding English

Start: continuing

End: continuing

Status: Continuous as planned

b) include women in computer training, system analysis, data analysis for all EMIS components

Start: When new tranche of computers arrives

End: when all training done

Status: New tranche of computers arrived, will be distributed during August and training will begin with the distribution.

c) conduct special needs assessment and develop training program for in-country training to increase necessary knowledge, skills, and attitudes women education officials need to succeed in higher, policy-level positions in primary education

Start: 1/12/92

End: 15/2/93

Status: Consultant identified but before work could start she received another, more remunerative position. Another consultant being sought.

4.11 Discussion will be undertaken with officials of Peshawar and Gomal Universities (and perhaps AIOU) to determine the feasibility and potential schedule for instituting Bachelors, Masters, and Doctorate degrees in Primary Education. If feasible, an action plan will be developed to plan, deliver, and evaluate these degree offerings.

a) initiate discussion with Peshawar and Gomal Universities

Start: 15/12/92

End: 1/1/93

Status: Deferred to the next quarter

b) if interest is shown, hire consultant to help develop plan

Start: when interest shown End: 30/6/93

Status: Deferred

c) if plans look as though they will materialize, develop appropriate personnel plans with commensurate salary schedules for graduates of the program

Start: when plans look firm End: 30/6/93

Status: Deferred.

4.12 Investigate the possibility of converting a GCET into a Management Training Institute for primary educators. If feasible, an action plan will be prepared to plan and begin the development of such an institute.

a) investigate the possibility of using MUST as the core group around which to develop the Institute

Start: 1/4/93

End: 1/5/93

Status: This activity was discussed at the Dec Mid-Year Progress Review. It was decided that this activity and the 8th Five-year Plan activity to establish an Academy for Educational Planning and Management would be merged and the Fourth Annual Plan would be amended to reflect the change. Also, the PLA/PED was authorized to purchase land for the Institute and incorporate the teacher resource center and Bureau of

Curriculum offices in the Institute building.

b) if MUST can be the core, begin plans to develop Institute and programs; if not, look elsewhere or begin development de novo

Start: once decision made re End: 30/6/93
MUST

Status: Decision has been made to use MUST as core for the new Institute. A consultant has agreed to develop the action plan, working in concert with the Working Committee established by the Secretary of Education to plan the Institute.

4.13 Conduct a feasibility study to convert the Directorate of Primary Education into the Directorate of Elementary Education.

a) establish Department of Education committee, TOR, schedule to undertake and complete study

Start: 1/1/93 End: 15/1/93

Status: Deferred because a new project, funded by the ADB, for the middle schools will be undertaken in the next quarter. That project includes this activity.

b) complete study

Start: 16/1/93 End: 15/5/93

Status:(See above)

4.14 Commodities: Determine the need for materials, equipment, and vehicles for GCETs, for the Curriculum Bureau, the Directorate, and the Textbook Board; develop equipment and materials specifications from the needs analyses and procure the necessary commodities.

a) Revise forms for needs assessment.

Start: 8/92 End: 8/92

Status: Completed

b) Conduct needs assessment.

Start: 9/92 End: 10/92

Status: completed.

c) Develop lists of required items.

Start: 11/9 End: 11/92

Status: completed

d) Order items.

Start: 12/92 End: 12/92

Status: Specification developed. Tender prepared but will not be issued until the next fiscal year.

e) Train personnel to use items.

Start: upon arrival of items End: when training complete

Status: (See above)

f) Deliver and/or install items.

Start: upon arrival of items End:

Status: (See item d.)

5.0 CONSTRUCTION

Staff: Additional Director II, Fida Hussain, Mohammad Jan, S.J.Khan

5.1 Contract awarded for Physical Conditions Survey of primary schools, GCET's, and related facilities (1990/91 Annual Work Plan Activity 2.5.1.2, continuing).

a) Negotiate price with successful bidder

Start: 8/92

End: 9/92

Status: Steering Committee decided not to engage a private firm to conduct the Survey but ordered C&W to accomplish the work on the same TOR, with monthly progress reports. C&W began work and then rejected the work, saying it was too difficult, too technical, and they didn't have the manpower to accomplish it.

b) Award contract

Start: 9/92

End: 10/92

Status: (See above). Action was taken to reverse the decision taken at the previous Steering Committee meeting. The Directorate was asked to expedite signing the contract with the private firm that had won the bid.

e) Conduct physical facilities survey

Start: 1/11/92

End: 31/3/93

Status: Was to have started in October but didn't. C&W pleaded for more time, saying the work was extremely difficult, time consuming, and would require more staff than they have available.

f) Improve school design

Start: 1/12/92

End: 31/12/92

Status: Delayed by C&W

g) Review site criteria

Start: 1/12/92

End: 31/12/92

Status: Delayed by C&W

h) Develop five year repair and rehabilitation schedule

Start: 1/12/92

End: 31/3/93

Status: Can only be done when survey is finished.

5.2 School mapping: A school mapping study showing the need for new schools and the utilization of existing facilities will be conducted in each district.

a) Develop, re-design existing questionnaire used in '91, develop work schedule

Start: 5/12/93

End: 3/1/93

Status: Completed.

b) Training workshop for ADEOs, ASDEOs/development

Start: 15/2/93

End: 15/2/93

Status: Deferred until August '93

c) Conduct mapping

Start: 1/3/93

End: 31/3/93

Status: Work delayed. Will begin in August '93

d) Add result to school maps

Start: 1/4/93

End: 30/4/93

Status: Can only be done when base maps are complete.

e) Enter data into school facilities file, EMIS

Start: 1/4/93

End: 31/5/93

Status: When mapping is finished

5.3 Construction Targets. The construction targets for 1992/93, including already planned construction as well as additional construction to support the ten-year programme, are below in the table.

Rather than lay out the construction component for each element by task levels, which consist of the linear steps required to go from site selection to completed construction, it was felt that a table which consolidates the information would be easier for the reader to follow and more informative.

Therefore the separate linear tasks involved, listed below, are not repeated for each building component. Among others, the main tasks are:

- o site selection and approval by the DDA Committee,
- o PC1 preparation and approval,
- o turning over sites to C&W,
- o site approval by engineering,
- o construction tenders advertised,
- o bids received,
- o bids reviewed and approved or rejected,
- o negotiations for awards,
- o construction begins,
- o inspections at different building completion levels,
- o partial payments to builder contingent on successful inspections,
- o final inspection at building completion,
- o approval, and
- o receipt of building by Education Department.

New primary schools will be constructed in locations where there is assurance by the responsible District Education Officer that there are at least 80 girls or boys in the age group 5-9 who have no access to schools and that the location meets other site criteria. At least 60% of the new construction will be for girls, including 36 model community schools to be built by the Primary Education Project Girls (ADB funded).

Category	Target	End date	Status/date
5.3.1 New primary	1887	30/6	Target revised by P&D down to 969. 632 completed by 30/6/93. Remainder on-going.
5.3.2 Girls schools upgraded to middle	85	30/6	Target revised by P&D down to 60. 25 completed. 35 on-going.

5.3.3	Hostel spaces	400	30/6	All are in final stages Should be habitable by Sepiember or October
5.3.4	GCETs	7	6/94	Dir (m)completed Khawaza Khela (f)-Roof laid except for hostel and main building Mardan (f)-Final plastering in progress Karak (f)-Roof level Charsadda-site still in dispute
5.3.5	Reconstruct primary schools	53	30/6	53 completed
5.3.6	Classrooms added	2997	12/92	Target revised by P&D down to 2521. 2204 completed. 102 on-going.
5.3.7	Directorate Office	1	6/95	A&E firm has been asked to submit revised design
5.3.8	DEO/SDEO Offices	3	30/6	Bannu-one block completed Dir-roof level Karak-DPC level DI Khan-site not clear
5.3.9	Staff quarters Dabgari Gate GCET	1 set	30/6	First floor roof laid Floor plastering in progress
5.3.10	Open Mosque schools	1000	30/6	1000 opened
5.3.11	DCW est. in Directorate	1	12/92	DCW has become Construction Advisory Unit. Additional Dir. and Ass't Dir in place
5.3.12	Classrooms, storage room, hall added to EEC Abbottabad	1	30/6	Estimates from C&W awaited
5.3.13	Teacher Resource Bureau offices in Peshawar	1	30/6	" " "

6.0 Teacher Supply and Training

6.1 Master Plan, Teacher Supply and Training. An action plan will be developed to implement the Master Teacher Supply and Training Plan, It will lay out and schedule the numbers of teachers needed and the training required to staff schools sufficiently to meet target student enrollments. The current Master Plan, based on data supplied by MUST, is out of date. It will be updated and based on the latest EMIS data.

a) Gather needed data from revised EMIS statistics.

start: 9/92 end: 9/92

status: Preliminary data gathered

b) Create revised plan.

start: 10/92 end: 10/92

status: Second draft quantitative aspect of plan completed

c) Discuss plan with personnel of the Curriculum Bureau and DPE, and create a schedule of actions based on the needs revealed in the plan.

start: 11/92 end: 11/92

status: Census data will be available in Jan. '93.

d) Carry out these actions.

start: 12/92 end: ongoing

status: Final draft of plan completed, discussed, no action taken because of disputes in and about who was to be the Director of Bureau. Matter in court.

6.2 Make necessary changes in the 1992 report on the rules, procedures, and/or practices affecting teacher supply and distribution to make posting in rural areas more attractive to female teachers. After approval, implement the new rules and regulations.

a) Complete deliberations of the committee constituted to examine activities in this area.

Start: 7/92 end:

Status:Committee deliberations complete.

b) Present recommendations to relevant authorities for approval.

start: 9/92 end: 10/92

status: Completed.

c) Organize actions to be taken.

start: 11/92 end:11/92

status:None were required

d) Take necessary actions.

start: 12/92 end: 12/92

status:See c)above.

e) Monitor progress and results.

start: 1/93 end: ongoing

status:continuous

6.3.1 AIOU PTC Distance Training will be contracted for 1500 in-service primary teachers.

a) Sign new contract with AIOU.

start: 7/92 end: 7/92

status:completed

b) Choose participants.

start: 8/92 end: 8/92

status:Completed

c) Conduct programme.

start: 9/92 end: ongoing

status: Training in progress though the full complement of 1500 candidates has not materialized, in part because it is possible to acquire the same degree in a somewhat laxly operated three-month course in summer or winter vacation period

d) Monitor and evaluate program.

start: 10/92 end: ongoing

status: Monitoring progressing as planned. First semester results of testing show only 70 PTC students out of 500 passed. They will be given another chance in October to pass the same tests.

6.3.2 Female PTC candidates will be increased by giving larger allowances to all females studying for PTC degrees. The increase will be from Rs 75/- to Rs 150/- per month.

a) With Curriculum Bureau and DPE staff, determine the proper mechanism for dispersing these funds.

start: 8/92 end: 8/92

status: Completed but Activity **CANCELED**.

b) Distribute funds.

start: according to plan end: ongoing

status: Plans were to distribute the funds at the end of the year. Prior to that, at the 20 December '92 Mid-Year Review, the Sub-steering Committee decided to eliminate the activity

c) Assess the extent to which funds distributed help female students decide to attend PTC training and to remain in such training once it is begun.

start: 4/93 end: 5/93

status: (See above)

6.4 Develop an action plan to use alternative delivery systems for girls' education by opening mixed schools where no female teachers are available and parents accept the idea; using male teachers acceptable to a community; and/or using under-qualified teachers where qualified teachers are not available.

a) Examine relevant EMIS and Human Resource Survey data and create action plan for pilot testing in a selection of SIP districts.

start: 9/92 end: 9/92

status: Not done. Deferred until next quarter. A summary has been referred to the Chief Minister and the Cabinet for approval. Action must wait until this accomplished.

b) Implement plan.

start: 10/92 end: ongoing

status: Deferred (See above) but Director of Primary Education has given a ruling that girls be admitted to boys' schools and boys to girls' schools.

c) Assess results of implementation, and revise procedures accordingly.

start: 12/92 end: ongoing

status: Deferred

d) Implement revised plan in additional districts.

start: 4/63 end: ongoing

status: Deferred (See above).

6.5.1 Prepare, try and evaluate an in-service teacher training programme in generic teaching skills to support the new instructional materials being introduced into the primary schools of the province.

a) Analyze teaching techniques used during trial testing of new materials.

start: 8/92 end: 9/92

status: Delayed until a consultant arrived in late September

b)Develop description of generic teaching skills needed in order to teach these materials successfully.

start: 10/92 end: 10/92

status:Decision was taken to develop both generic teaching skills and a more general set of skills, product specific skills, needed to teach the new IMDC materials. These will be developed with the IMDC staff and several excellent Pakistani teachers.

c)Create in-service program and materials to teach these skills to primary teachers.

start: 11/92 end: 12/92

status: In-service training program developed and tested on learning coordinators.

d)Deliver this program.

start: 1/93 end: ongoing

status: Will begin in July by teaching GCET faculty and Principals, half in July and half in August. Schedule for extending the training to teachers will be prepared in August.

e)Evaluate results of program and feedback into planning for further training.

start: 5/92 end: ongoing

status:Must wait until training is accomplished.

6.5.2 Complete the Teacher Content Knowledge Study and with principals and key staff of the GCETs and the Curriculum Bureau implement an action plan to introduce changes in PTC pre-service training Programmes. Similarly, with Curriculum Bureau staff, develop and implement an in-service teacher training programme to remedy weaknesses found in the current in-service programme.

a)Complete all data analysis for all phases of study.

start: 7/92 end: 7/92

status:Data analysis complete.

b)Write final report.

start: 9/92 end: 9/92

status:Completed

c)Constitute committee to plan revisions in pre-service programs and create action plan.

start: 10/92 end: 11/92

status: Action plan completed.

d)Conduct action plan in all GCETs.

start: 12/92 end: ongoing

status: Plan begins in September.

e)Evaluate revisions, and re-plan indicated actions.

start: 3/93 end: ongoing

status: (See above)

6.5.3 Organize a series of study tours, tailor-made courses, and M.A. degree programmes to upgrade the skills of key educators.

a)Clear all papers for round 1 study tours and M.A. degrees through Pakistani and U.S. authorities.

start: 7/92 end: 8/92

status:completed

b)arrange appropriate placements for all participants.

start:8/92 end: 8/92

status: All tour arrangements made.

c)Conduct tours and M.A. degree programmes.

start: 9/92 end: ongoing

status:First three tours conducted well. Three MA student enrolled in Univ. of Mass. doing well.

d)Specify needs for tailor made courses and round 2 study tours.

start: 9/92 end: 9/92

status:Completed.

e)Choose participants for tailor made courses and round 2 study tours.

start: 10/92 end: 10/92

status:Completed

f)Clear all papers for tailor made courses and round 2 study tours through Pakistani and U.S. authorities.

start: 11/92 end: 1/93

status: Completed

g)Arrange appropriate placements for all participants.

start: 1/93 end: 1/93

status: Being accomplished.

h)Conduct round 2 tours and tailor made programs.

start: 2/93 end: ongoing

status: Two have been arranged and will take place next quarter.

6.6 In cooperation with UNICEF, continue Learning Coordinator training begun in the summer of 1991.

a)Satisfy UNICEF requirements for closing financial records, appointing female Lcs, and sanctioning drivers and POL.

start: 7/92 end: 8/92

status: Though not totally accomplished, enough progress was made to allow UNICEF to agree to fund the next training program

b) Constitute Planning Committee and plan all aspects of the training.

start: 8/92 end: 8/92

status: Completed

c) Train Master Trainers.

start: 10/92 end: 10/92

status: Begun in early January '93 and completed during the quarter.

d) Train 721 Learning Coordinators.

start: 11/92 end: 1/93

status: Completed.

e) Evaluate training, and feedback results of evaluation into the planning of the next round of training.

start: 4/93 end: 6/93

status: Completed.

7.0 INSTRUCTIONAL MATERIALS

**Staff: Mona G. Habib, Andrea Rugh, Anwar ul Amin, IMDC
Zahida Shah**

BENCH MARK: New instructional materials will be ready for dissemination to Kachi and Pakki classes. The materials will be developed and improved through the following activities:

7.1 Instructional materials, annotations for teachers' use, and criterion referenced test items for instruction in language, mathematics, and science prepared, tested, and revised

by the IMDC writers and evaluators. These materials will be field tested in schools in Swat, Chitral, Bannu, Lakki, Mansehra, Mardan, Kohat, Dir, Nowshera, and Peshawar. The results of the field testing will be feedback to writers for needed revisions in the materials.

a) Develop instructional units part II, in Urdu and Pashto, along with annotated teachers' editions, and criterion referenced test items for Kachi Class

start: 4/92

end: 7/92

status: Completed

b) Develop instructional units in mathematics and integrated language, and science, along with annotated teachers' editions, and criterion referenced test items for Pakki class

start: 7/92

end: 3/93

status: Completed.

c) Revise instructional units in mathematics and languages part I along with annotated teachers' editions and criterion referenced test items, based on feedback from field testing in Bannu, Swat, and Chitral

start: 7/92

end: 7/92

status: Completed

d) Train District Supervisory Officers and teachers in the use of the instructional materials developed for Kachi class, in Lakki, Mansehra, Mardan, Kohat, and Dir.

start: 8/92

end: 9/92

status: Completed

e) Collect, and analyze data from the field on the use of instructional materials developed for Kachi class. Report findings to the Districts.

start: 10/92

end: 11/92

status:Completed

f) Train District Supervisory Officers and teachers in the use of the instructional materials developed for Pakki class in Bannu, Swat, and Chitral

start: 3/93

end: 3/93

status:Completed

e) Collect, and analyze data from the field on the use of instructional materials prepared for Pakki class. Report findings to the IMDC to use in revising the materials.

start: 5/93

end: 6/93

status: Deferred because of delay in printing materials by Textbook Board.

7.1.1 A graded vocabulary in Pashto will be prepared in coordination with the Pak-German Charsadda Basic Education Programme.

Should the new Pak-German project staff decide to go forward with this activity, technical assistance requests will be honored.

a) Participate (upon request) in devising a plan of action

start: 93/should the new Pak-German staff start this activity.

status:New staff in Pakistan but seemingly not interested in developing this activity

b) Facilitate the implementation of the devised plan

start: 93/ pending the start up of the activity

status: Not requested. Activity canceled.

c) Provide technical assistance upon request

start: 93/pending the start up of the activity

status: (See above)

7.2 Annotated teachers' editions of the newly developed and tested learning materials will be developed by the Instructional Materials Development Cell (IMDC) and distributed to teachers, learning coordinators, ASDEOs, and head teachers for use in classroom instruction and in supervising classroom instruction.

a) Disseminate the prepared and field tested Kachi materials District wide in Bannu, Swat, and Chitral

start: 4/93

end: on-going

status: completed

b) Distribute the Annotated teachers' editions to teachers, learning coordinators, ASDEOs, and head teachers for use in classroom instruction and in supervising classroom instruction

start: 4/93

end: on-going

status: Completed for Bannu, Swat, and Chitral in test schools

7.3 Supplementary student learning materials and teacher guides for their use will be developed by the Instructional Materials Development Cell and the Textbook Board, field tested, revised as needed, and supplied to the schools free of charge.

a) Develop manipulative to reinforce learning in language instruction, and mathematics for beginners

start: 7/92

end: 7/92

status: Large Urdu, Pashto alphabet cards for classroom display (as a wall frieze) developed, tested. Addition, multiplication charts developed, tested for classroom use. Printers found for each and printing price estimates secured.

b) Conduct a workshop to start the activity of preparing supplementary student reading materials for classroom use

start: 11/92

end: on-going

status: Completed.

7.4 Teacher support and auxiliary learning materials (such as political and topographical maps, charts, illustrated diagrams of science processes, alphabet strips, alphabet cards,

number cards, number lines, children's dictionaries, atlases, children's magazine) will be purchased from indigenous private sector suppliers if possible or if not, will be developed by the IMDC and the Textbook Board for free distribution to schools.

Alphabet strips, alphabet cards, number strips and cards have been developed and await printing and distribution. Completion by August 30, 1993. A search of the private sector for the other materials has been started but with no results. The materials needed are not available in the private sector and thus will have to be developed by the IMDC and related staff.

a) Limited distribution and orientation of Alphabet and number strips to the Experimental sites of Bannu, Swat, and Chitral.

start: 9/92

end: 9/92

status: Completed

b) Try out manipulative in language development and mathematics instruction for beginning classes in the experimental schools of Bannu, Lakki, Swat, Chitral, Dir, Mansehra, Mardan, Kohat, Nowshera, and Peshawar.

start: 4/93

end: on-going

status: Completed

c) Design a plan to evaluate the feasibility, and effectiveness of the proposed teacher support materials, before distribution in all Primary schools in the NWFP.

start: 9/93

end: 10/93

status: Completed

7.5 In selected pilot districts, involve appropriate community members in an experiment to provide free textbooks and learning materials to poor students.

a) Design a plan of action to provide free textbooks in selected pilot Districts

start: 11/92

end: 12/92

status: Activity being re-considered because of difficulty in defining what is meant by "poor" students, since virtually all rural students come from below poverty level families.

b) Implement the plan of action, and monitor implementation.

start: 4/93

end: on-going

status: (See above)

c) Design a plan to evaluate the feasibility and the effectiveness of this activity.

start: 5/93

end: 6/93

status: (See above)

7.6 Implementation of the recommendations of the organizational study of the Curriculum Bureau:

7.6.1 Training in curriculum analysis, the preparation of measurable learning objectives, development of criterion-referenced tests, field testing procedures and methods, and analysis of field test data.

a) Plan with the Curriculum Bureau a workshop on curriculum analysis for class II.

start: 10/92

end: 10/92

status: Plan completed

b) Conduct a workshop on Curriculum analysis on the preparation of measurable learning objectives, and the development of related criterion referenced tests for class II.

start: 11/92

end: 11/92

status: Completed

7.7 In cooperation with World Bank request, facilitate the USAID-funded evaluation of the effectiveness of the PEP II modules.

start: When asked

end: unknown until beginning date is known and request for help is made, should it be

status: No request has yet been made

7.8 Continue the development and begin implementation of the Northwest Education Assessment Program (NEAP) begun in 1992.

a) prepare 3-500 draft test items for Urdu, Pashto, math and science for grades 3-5.

start: 1/7/92

end: ongoing

status: Completed

b) field test items and revise based on field test results.

start: 15/6/92

end: 30/8/92

status: Completed for math/science and Urdu --not for Pashto. Urdu needs complete re-design.

c) Classify items by sub-domains, develop plan to computerize test item pool.

start: 15/7/92

End: 30/9/92

status: Completed but awaits purchase of an Urdu software word processing package and keyboard

d) develop plans, procedures for workshop on test items development

start: 18/7/92

End: 30/8/92

status: Completed

7.9 Begin a pilot program to teach English to both teachers and primary school pupils by Interactive Radio.

start: 1/5/93

End: 30/3/94

status: Successful preliminary pre-pilot program completed in this quarter (see 7.10 below)

7.10 Develop instructional materials for pupils and teachers for use with the Interactive Radio English program.

a) Develop pre-pilot materials, 5 28 minutes lessons, English in Action, for trial in 10 to 15 schools.

start: 28/8/92

End: 22/11/92

status: Completed.

b)Field test pre-pilot lessons.

start: 6/11/92

End: 14/11/92

status:completed on schedule

c)Develop materials for pilot test in 300 schools

start: 2/93

End: 11/93

status: Work will extend into the next fiscal year to complete and record all lessons for Level One.

7.11 Investigate the possible use of Interactive Radio for the teaching of math, science, and other subjects to out of school girls and adult women in home or mohallah schools.

start: 5/93

End: 30/6/93

status:Deferred until next fiscal year in Mid-year review in December '92