Government of the People's Republic of Bangladesh

Annual Performance Agreement (APA)

Between

The Cabinet Secretary
and
The Secretary, Ministry of Primary and Mass Education

2014-2015

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Preamble

The Annual Performance Agreement is made and entered into on ....

<div align="center">BETWEEN</div>

The Secretary, Ministry of Primary and Mass Education, representing the Minister, Ministry of Primary and Mass Education, Government of the People's Republic of Bangladesh.

<div align="center">AND</div>

The Cabinet Secretary, Cabinet Division, representing the Prime Minister, Government of the People's Republic of Bangladesh.

The parties hereto agree as follows:

Section 1:
Ministry's/Division's Vision, Mission, Strategic Objectives and Functions

1.1 Vision

Access to quality primary and basic education for all.

1.2 Mission

To ensure primary and basic education for all through improved facilities for quality education.

1.3 Functions

1   Formulation and implementation of policies concerning primary and mass education

2   Implementation and monitoring the compulsory primary education program

3   Implementation of mass education program, through non-formal education

4   Developing curriculum for primary and mass education

5   Preparation, printing and distribution of textbooks

6   Undertake training and research activities related to primary and mass education

7   Coordination activities of other Ministries, Government agencies and N.G.O.s in the field of mass literacy and adult education.

1.4 Strategic Objectives

1   Extend universal access to primary education

2   Improve the quality of primary education

3   Increase of literacy rate and infusing dynamism in the post-literacy programme

Section 2:
Strategic Objectives, Activities, Performance Indicators and Targets

Strategic Objectives	Weight of Strategic Objective	Activities	Performance Indicator (PI)	Unit	Weight of PI	Target / Criteria Value				
						Excellent	Very Good	Good	Fair	Poor
						100%	90%	80%	70%	60%
Ministry/Division Strategic Objectives										
[1] Extend universal access to primary education	38.00	[1.1] Establishment of new primary schools in the villages without school	[1.1.1] New primary schools established	Number	1.09	111	99	88	77	66
		[1.2] Construction of classrooms	[1.2.1] Classrooms constructed	Number	9.77	9880	8892	7904	6916	5928
		[1.3] Installation of tube wells	[1.3.1] Tube wells installed	Number	4.34	6500	5850	5200	4550	3900
		[1.4] Construction of WASH Block for students and teachers	[1.4.1] WASH Block constructed	Number	4.34	7741	6967	6192	5418	4644
		[1.5] Routine repair and maintenance of schools	[1.5.1] Schools repaired	Number	2.17	13700	12330	10960	9590	8220
		[1.6] Stipend program for poor students	[1.6.1] Students receive stipend	Number (in lac)	4.34	78.70	78.65	78.60	78.50	78.40
		[1.7] School feeding program in poverty stricken areas	[1.7.1] Students provided food (Biscuit) during school day	Number (in lac)	3.26	32.00	31.90	31.85	31.80	31.75
		[1.8] Education allowances and stipends for disadvantaged students to prevent drop-out rates	[1.8.1] Students received education allowances and stipends (ROSC)	Number (in lac)	1.09	4.20	4.18	4.17	4.16	4.15
		[1.9] Supplying free textbooks in due time	[1.9.1] Free text book supplied	Number (in crore)	3.26	12.11	12.05	12.00	11.90	11.85
		[1.10] Introduction of pre-primary classes in all primary schools	[1.10.1 Pre-primary classes introduced in Primary schools	Number	2.17	59672	53704	47737	41770	35803
		[1.11] Recruitment of Primary School Teachers	[1.11.1 Primary school teachers recruited	Number	2.17	24172	21754	19337	16920	14503

Section 2:
Strategic Objectives, Activities, Performance Indicators and Targets

Strategic Objectives	Weight of Strategic Objective	Activities		Performance Indicator (PI)		Unit	Weight of PI	Target / Criteria Value				
								Excellent	Very Good	Good	Fair	Poor
								100%	90%	80%	70%	60%
[2] Improve the quality of primary education	35.00	[2.1]	Conducting Grade-5 completion examination	[2.1.1]	Grade-5 students passed	%	5.60	98	97.95	97.94	97.90	97.00
		[2.2]	Introducing Information and Communication Technology(ICT)-based education at primary level	[2.2.1]	ICT eqipment procured	Number	4.20	3504	3153	2803	2452	2102
		[2.3]	Implementation of School Level Improvement Plan (SLIP)	[2.3.1]	Schools received SLIP fund	Number	4.20	47000	42300	37600	32900	28200
		[2.4]	Extension of primary education up to class eight	[2.4.1]	School elevated to class VIII	Number	1.40	634	570	507	443	380
		[2.5]	Development of training infrastructure to enhance the quality of Primary Education	[2.5.1]	New PTI constructed	Number	2.80	10	9	8	7	6
		[2.6]	Revision and refinement of DPEd Curriculum	[2.6.1]	DPEd Curriculum revised (Subjects)	%	4.20	100	90	80	70	60
		[2.7]	Training of teachers associated with primary education	[2.7.1]	Primary schools teachers received training	Number	4.20	335000	301500	268000	234500	201000
		[2.8]	Basic training-C-in-Ed and DPEd training for teachers	[2.8.1]	Teachers received C-in-Ed/DPEd training (Annual intake)	Number	4.20	11200	10080	8960	7840	6720
		[2.9]	Introduction of competency-based question papers in the Primary Education Completion Examinations	[2.9.1]	Competency-based test item introduced in PECE	%	4.20	35	31	28	24	21
[3] Increase of literacy rate and infusing dynamism in the post-literacy programme	12.00	[3.1]	Book Printing (Primer) for learners.	[3.1.1]	Number of books (Primer) printed	Number (in lac)	12.00	23.04	21.00	20.00	18.50	18.00

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Section 2:
Strategic Objectives, Activities, Performance Indicators and Targets

Strategic Objectives	Weight of Strategic Objective	Activities	Performance Indicator (PI)	Unit	Weight of PI	Target / Criteria Value				
						Excellent	Very Good	Good	Fair	Poor
						100%	90%	80%	70%	60%

Mandatory Strategic Objectives

Strategic Objectives	Weight of Strategic Objective	Activities	Performance Indicator (PI)	Unit	Weight of PI	Excellent 100%	Very Good 90%	Good 80%	Fair 70%	Poor 60%
* Improve Service delivery to the Public	6.00	Implementation of Citizens' Charter (CC)	Preparation and approval of CC by the Ministry/Division	Date	1.0	31/12/2014	31/01/2015	28/02/2015	31/03/2015	30/04/2015
			Publication of CC in website or others means	Date	1.0	31/12/2014	31/01/2015	28/02/2015	31/03/2015	30/04/2015
		Implementation of Grievance Redress System (GRS) system	Publishing names and contact details of GRS focal point in the website	Date	1.0	31/12/2014	31/01/2015	28/02/2015	31/03/2015	30/04/2015
			Sending GRS report(s) to the Cabinet Division from January 2015	Number of report(s)	1.0	5	4	3	2	1
		Implementing Innovations	Implemented decisions of the innovation team	%	1.0	100	80	50	30	--
			Unicode used in all official activities	Date	1.0	31/12/2014	31/01/2015	28/02/2015	31/03/2015	30/04/2015
* Improve governance	4.00	Compliance with RTI Act and proactive disclosure	Percentage of information, mentioned in the RTI Act and related regulations, disclosed in the website	%	2.0	80	70	60	50	40
		Preparation and Implementation of the National Integrity Strategy Work Plan	Preparation of NIS Work Plan for 2015 and get approved by the Ethics Committee	Date	2.0	28/02/2015	31/03/2015	30/04/2015	31/05/2015	30/06/2015
* Improve Financial Management	3.00	Improve compliance with the Terms of Reference of the Budget Management Committee (BMC)	Budget Implementation Plan (BIP) prepared and Quarterly Budget Implementation Report	Number of report	1.0	5	4	3	2	1

* Mandatory Objective(s)

Section 2:
Strategic Objectives, Activities, Performance Indicators and Targets

Strategic Objectives	Weight of Strategic Objective	Activities	Performance Indicator (PI)	Unit	Weight of PI	Target / Criteria Value				
						Excellent	Very Good	Good	Fair	Poor
						100%	90%	80%	70%	60%
Mandatory Strategic Objectives										
			(QIMR) submitted to Finance Division (FD) meeting FD requirements							
			Actual achievements against performance targets are monitored by the BMC on a quarterly basis	Number of BMC meetings	1.0	4	3	2	1	--
		Improve audit performance	Percentage of outstanding audit objections disposed off during the year	%	1.0	70	55	40	30	20
* Efficient Functioning of the Annual Performance Agreement (APA) System	2.00	Timely submission of Draft APA for 2014-2015	On-time submission	Date	2.0	01/02/2015	02/02/2015	03/02/2015	04/02/2015	05/02/2015

* Mandatory Objective(s)

Section 3:
Trend Values of the Performance Indicators

Strategic Objectives	Activities	Performance Indicators	Unit	Actual Value for FY 12-13	Actual Value for FY 13-14	Target Value for FY 14-15	Projected Value for FY 15-16	Projected Value for FY 16-17
Ministry/Division Strategic Objectives								
[1] Extend universal access to primary education	[1.1] Establishment of new primary schools in the villages without school	[1.1.1] New primary schools established	Number	300	529	99	0	0
	[1.2] Construction of classrooms	[1.2.1] Classrooms constructed	Number	13334	15517	8892	8480	7345
	[1.3] Installation of tube wells	[1.3.1] Tube wells installed	Number	3224	11776	5850	10100	5380
	[1.4] Construction of WASH Block for students and teachers	[1.4.1] WASH Block constructed	Number	2438	5050	6967	3710	4280
	[1.5] Routine repair and maintenance of schools	[1.5.1] Schools repaired	Number	289	7359	12330	15000	15000
	[1.6] Stipend program for poor students	[1.6.1] Students receive stipend	Number (in lac)	77.25	78.25	70.43	--	--
	[1.7] School feeding program in poverty stricken areas	[1.7.1] Students provided food (Biscuit) during school day	Number (in lac)	30.12	30.34	28.82	34.21	35.20
	[1.8] Education allowances and stipends for disadvantaged students to prevent drop-out rates	[1.8.1] Students received education allowances and stipends (ROSC)	Number (in lac)	3.86	4.15	3.74	4.15	4.15
	[1.9] Supplying free textbooks in due time	[1.9.1] Free text book supplied	Number (in crore)	10.78	11.60	12.11	12.91	13.61
	[1.10 Introduction of pre-primary classes in all primary schools	[1.10.1 Pre-primary classes introducted in Primary schools	Number	30890	35788	53704	63000	63000

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Section 3:
Trend Values of the Performance Indicators

Strategic Objectives	Activities	Performance Indicators	Unit	Actual Value for FY 12-13	Actual Value for FY 13-14	Target Value for FY 14-15	Projected Value for FY 15-16	Projected Value for FY 16-17
	[1.11] Recruitment of Primary School Teachers	[1.11.1] Primary school teachers recruited	Number	12701	14065	21754	36250	5000
[2] Improve the quality of primary education	[2.1] Conducting Grade-5 completion examination	[2.1.1] Grade-5 students passed	%	98.5	97.92	88.2	98	98
	[2.2] Introducing Information and Communication Technology(ICT)-based education at primary level	[2.2.1] ICT eqipment procured	Number	1000	3930	3153	31180	25751
	[2.3] Implementation of School Level Improvement Plan (SLIP)	[2.3.1] Schools received SLIP fund	Number	32000	39293	42300	47000	63000
	[2.4] Extension of primary education up to class eight	[2.4.1] School elevated to class VIII	Number	467	467	570	634	634
	[2.5] Development of training infrastructure to enhance the quality of Primary Education	[2.5.1] New PTI constructed	Number	0	0	9	0	0
	[2.6] Revision and refinement of DPEd Curriculum	[2.6.1] DPEd Curriculum revised (Subjects)	%	0	0	90	7	0
	[2.7] Training of teachers associated with primary education	[2.7.1] Primary schools teachers received training	Number	303274	319112	301500	350000	350000
	[2.8] Basic training-C-in-Ed and DPEd training for teachers	[2.8.1] Teachers received C-in-Ed/DPEd training (Annual intake)	Number	14099	11200	10080	11200	13200
	[2.9] Introduction of competency-based question papers in the	[2.9.1] Competency-based test item introduced in PECE	%	10	25	31	50	65

Section 3:
Trend Values of the Performance Indicators

Strategic Objectives	Activities	Performance Indicators	Unit	Actual Value for FY 12-13	Actual Value for FY 13-14	Target Value for FY 14-15	Projected Value for FY 15-16	Projected Value for FY 16-17
	Primary Education Completion Examinations							
[3] Increase of literacy rate and infusing dynamism in the post-literacy programme	[3.1] Book Printing (Primer) for learners.	[3.1.1] Number of books (Primer) printed	Number (in lac)	--	--	23.04	26.28	27.00

Section 4:
Description of Performance Indicators, Implementing Department/Agencies and Measurement Methodology

SI.No	Performance Indicators	Description	Implementing Department/Agencies	Measurement and Source of Data	General Comments
1	[1.1.1] New primary schools established	New schools will be established in the villages without any primary school. A total of 1,500 new primary schools (three class and one teachers room) will be established. The community will donate the minimum required land (33 decimals) for establishment of new primary schools. The Directorate of Primary Education will construct the school building through LGED.	Project Director, Establishment of 1500 new primary schools buildings in the unschools areas, Directorate of Primary Education.	Local Government Engineering Department (LGED) & project office.	Construction delayed due to identification of donated land.
2	[1.2.1] Classrooms constructed	Class rooms are being constructed in the dilapidated schools as well as in over crowded schools. In the overcrowded schools additional class rooms are being constructed. Each of the classrooms are being constructed to accommodate 50 students.	DPE through LGED	Progress report ofLGED & DPE.	
3	[1.3.1] Tube wells installed	In order to make provision of pure and arsenic free drinking water for the school children, tube wells are being installed on need basis. Different types of tube wells will be installed on the basis of availability of arsenic free water level; such as Deep tube well, Shallow tube well and Tara-pamp. In addition other options for provision of safe drinking water will be explored depending on the geographical location.	Directorate of Primary Education through DPHE.	DPE & DPHE	

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Section 4:
Description of Performance Indicators, Implementing Department/Agencies and Measurement Methodology

SI.No	Performance Indicators	Description	Implementing Department/Agencies	Measurement and Source of Data	General Comments
4	[1.4.1] WASH Block constructed	MoPME has approved the national standards of water sanitation and hygiene for primary schools. Under PEDP 3 instead of construction of separate toilets and urinals now WASH blocks are being constructed by the DPHE. Each WASH block consist of three toilets, two urinals, and hand and foot wash facilities. For each schools two WASH blocks (one for boys and male teachers and another for girls and female teachers)	DPE through DPHE	DPHE	
5	[1.5.1] Schools repaired	On the basis of the requirement schools are selected for major of minor repair. Under PEDP 3 schools are being repaired on regular basis.	DPE	DPE and LGED	
6	[1.6.1] Students receive stipend	Children of the poor families are receiving stipend under the project: Stipend program. Main objective of the program is to enroll the children of poor families and reduce the dropout. For sending one child to school the mother received taka 100 per month and for two or more children taka 125 per month.	Project Director, Stipend program, DPE	Report of Project Director office	

Section 4:
Description of Performance Indicators, Implementing Department/Agencies and Measurement Methodology

SI.No	Performance Indicators	Description	Implementing Department/Agencies	Measurement and Source of Data	General Comments
7	[1.7.1] Students provided food (Biscuit) during school day	In order to increase the enrollment and reduce the dropout school feeding program has been under implementation. Every school day each of the children are getting 75 grams fortified biscuit containing vitamin and minerals.	Project Director, School Feeding Program, DPE	Progress report of project director	
8	[1.8.1] Students received education allowances and stipends (ROSC)	Students brought under the reaching out of school children program the disadvantage and drop out students are receiving education allowances to continue the studies.	Project Director, ROSC Project	Progress report of project director	
9	[1.9.1] Free text book supplied	Textbooks have been developed on the basis of revised curriculum. Textbooks of all grades are provided every year and distributed to each school by December. All textbooks of grade 1 to 5 are provided to all children of primary schools free of cost.	DPE and NCTB	Progress report of NCTB and DPE	
10	[1.10.1] Pre-primary classes introduced in Primary schools	A one year three pre-primary education for the children of five years old has been introduced in all primary schools. This is a preparatory stage of primary education.	DPE	Progress report of DPE	

Section 4:
Description of Performance Indicators, Implementing Department/Agencies and Measurement Methodology

SI.No	Performance Indicators	Description	Implementing Department/Agencies	Measurement and Source of Data	General Comments
11	[1.11.1] Primary school teachers recruited	Under PEDP 3 pre-primary education has been introduced in all government primary schools and newly nationalized government primary schools. One addition teaching post for each school are being created in phases. In addition, some vacant positions arises due to retirement of the teachers. Every year teachers are being recruited to fill up the newly created post and vacant positions due to requirement.	DPE	Progress report of DPE	
12	[2.1.1] Grade-5 students passed	The government introduced grade-5 completion examination to maintain same standard and quality of primary education. The examination is held every year at the end of November.	DPE	Progress report of DPE	
13	[2.2.1] ICT eqipment procured	For introduction of ICT education at the primary level laptops, multimedia projectors are being procured and supplied in phases.	DPE	Progress report of DPE	
14	[2.3.1] Schools received SLIP fund	In order to introduce decentralized planning at the school level school level improvement plan are being prepared every year. Each school is being provided grant funds for the preparation and implementation of SLIP.	DPE	Progress report of DPE	

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Section 4:
Description of Performance Indicators, Implementing Department/Agencies and Measurement Methodology

SI.No	Performance Indicators	Description	Implementing Department/Agencies	Measurement and Source of Data	General Comments
15	[2.4.1] School elevated to class VIII	The education policy 2011 has recommended to extend the primary education up to grade eight. Under the administrative control of MoPME primary education has been extended to grade eight on a pilot basis.	DPE	Progress report of DPE	
16	[2.5.1] New PTI constructed	There are 55 Primary Training Institutes (PTI) in the country, which are offering one year certificate in education/ 18 months DPEd course. All these institutions are not located in the district head quarter. For this reason government has decided to establish PTI in those districts where there is no PTI. Beside, the number of teachers at the primary level has also increased significantly.	Project Director,Construction of 12 PTIs, DPE through LGED.	Progress report of the project director's office.	
17	[2.6.1] DPEd Curriculum revised (Subjects)	Under PEDP 3 Diploma in Primary Education (18 months course) as a basic training for the teachers have been introduced as a pilot program in 7 PTIs and it will be extended in 60 PTIs by end of the PEDP 3 (June 2017). Curriculum of DPEd was developed in 2011-12. On the basis of the new curriculum of DPEd training materials for the trainee teachers on 7 subjects have been developed. The curriculum need to	NAPE in collaboration with DPE	Progress report from NAPE	

Section 4:
Description of Performance Indicators, Implementing Department/Agencies and Measurement Methodology

SI.No	Performance Indicators	Description	Implementing Department/Agencies	Measurement and Source of Data	General Comments
17	[2.6.1] DPEd Curriculum revised (Subjects)	revised based on the pilot implementation of DPEd.	NAPE in collaboration with DPE	Progress report from NAPE	
18	[2.7.1] Primary schools teachers received training	There are seven types of schools (GPS, RNGPS, Experimental School, Community schools, NNGPS, ROSC, Shishu kallyan schools under the administrative control of the DPE. The training division of organizes different training programmes for continuous professional development of teachers. Over 300,000 teachers have been delivering primary education at the school level.	DPE through field level offices.	Progress report of DPE.	
19	[2.8.1] Teachers received C-in-Ed/DPEd training (Annual intake)	The primary training institutes offer the basic training program for primary school teachers. The PTIs offers one year certificate in education(C-in-Ed) course. Since 2012-13 Government has decided to introduce DPEd (18 months course) instead of certificate-in-education course. Each of the PTI has capacity to conduct C-in- Ed/ DPEd for two hundred teachers. As present there are 55 PTIs in the country. Twelve more PTIs are being established. As a result the total	DPE through PTI.	Progress of report of DPE	

Section 4:
Description of Performance Indicators, Implementing Department/Agencies and Measurement Methodology

SI.No	Performance Indicators	Description	Implementing Department/Agencies	Measurement and Source of Data	General Comments
19	[2.8.1] Teachers received C-in-Ed/DPEd training (Annual intake)	number of PTIs will be 67.	DPE through PTI.	Progress of report of DPE	
20	[2.9.1] Competency-based test item introduced in PECE	The curriculum has been developed on the basis of competencies. Each of the student of a grade must have to achieve certain competencies on each subject. Government introduced grade 5 completion examination since 2009. Under PEDP3 it has been decided to introduce competency based questions in PECE in phases. By end of 2018 100% competency based questions will be introduced.	NAPE, DPE	Progress report of DPE	

Section 5 :
Specific Performance Requirements from other Ministries/Divisions

Organisation Type	Organisation Name	Relevant Performance Indicator	What is your requirement from this organisation	Justification for this requirement	Requirement from this Organisation	What happens if your requirement is not met

Section 6:
Outcome of Ministry/Division

Outcome/Impact	Jointly responsible for influencing this outcome / impact with the following organisation (s) / division (s) / ministry(ies)	Performance Indicator (s)	Unit	Actual FY 12-13	Actual FY 13-14	Target FY 14-15	Projection FY 15-16	Projection FY 16-17
1 Increased gross enrollment		Gross enrollment rate	%	104	105	105	105	105
2 Increased net enrollment		Net enrollment rate	%	96.7	97	98	98	98
3 Increased attendance		Attendance rate	%	86	90	93	94	95
4 Increased primary education cycle completion		Completion rate	%	72.5	75	80	85	85
5 Graduation from grade five		Rate of graduation	%	93	98	98	98	98
6 Increased teachers students ratio		Teachers students ratio	ration	1:49	1:48	1:48	1:47	1:46
7 Literacy Rate (7+ years)		Literacy Rate	%	59	60	70	80	90

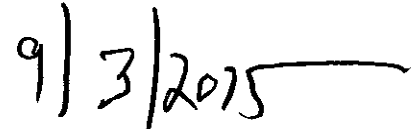Generated on   08/03/2015 2.36 PM

Whereas,

I, the Secretary, Ministry of Primary and Mass Education representing the Minister, Ministry of Primary and Mass Education , Government of the People's Republic of Bangladesh commit to the Cabinet Secretary, Cabinet Division, representing the Prime Minister, Government of the People's Republic of Bangladesh to deliver the results described in this agreement.

I, the Cabinet Secretary, Cabinet Division, on behalf of the Prime Minister, Government of the People's Republic of Bangladesh, commit to the Secretary, Ministry of Primary and Mass Education to provide necessary support for delivery of the results described in this agreement.
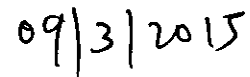
Signed,

_____
Secretary
Ministry of Primary and Mass Education

9|3|2015
_____
Date

_____
Cabinet Secretary
Cabinet Division

09|3|2015
_____
Date

Annex-1

Acronyms

Sl.	Acronym	Description
1	ADP	Annual Development Programme
2	DPE	Directorate of Primary Education
3	DPEd	Diploma in Primary Education
4	DPHE	Department of Public Health and Engineering
5	LGED	Local Government Engineering Department
6	MoPME	Ministry of Primary and Mass Education
7	NAPE	National Academy for Primary Education
8	NCTB	National Curriculum and Textbook Board
9	PECE	Primary Education Completion Examination

10	PEDP 3	Third Primary Education Development Programme
11	SLIP	School Level Improvement Plan
12	WASH	Water, Sanitation and Hygiene