



Government of Khyber Pakhtunkhwa
Elementary & Secondary Education Department

Dated Peshawar, the March 17, 2021

NOTIFICATION

No. SOG/E&SE/1-9/2021. Pursuant to the decision of the Provincial Cabinet taken in its 49th meeting held on January 27, 2021 regarding “Merging of Teachers Training Institutions to create Directorate of Professional Development with Regional Subsidiaries”, the Directorate of Professional Development has been notified as an Attached Department of Elementary & Secondary Education Department vide Establishment Department Notification No. SO(O&M)/E&AD/2-17/2006 dated 10th March, 2021, the Competent Authority is pleased to notify the following:

1. The teacher training institutions in Khyber Pakhtunkhwa (i.e. PITE, RITEs, GCETs and GCPE) merged and elevated as an Attached Department of Elementary & Secondary Education Department, re-designated as Directorate of Professional Development (DPD) with all Regional Institutions of Teachers Education (RITEs), Government Colleges for Elementary Teachers (GCETs) and Government College of Physical Education (GCPE) as its regional subsidiaries, re-designated as ‘Regional Professional Development Centers’ (RPDCs) as reflected in the approved Organogram for DPD (**Annexure-A**).
2. The post of “Director PITE” has been re-designated as “Director, Professional Development” and this office delegated with administrative control of its Regional Subsidiaries (i.e. RPDCs).
3. The Teachers Professional Development role has been assigned to DPD and the related wing in the DCTE being replaced by Standards Setting wing.
4. The above reorganization has resulted in the following changes with immediate effect:

PRE AND POST MERGER MAPPING		
S. No	PRE-MERGER POSITION	POST-MERGER POSITION
1.	PITE, RITEs/GCETs/GCPE were all under the administrative control of the DCTE	PITE has been elevated as an Attached Department of the E&SED, re-designated as “Directorate of Professional Development (DPD)” with RITEs/GCETs/GCPE as its regional subsidiaries, re-designated as “Regional Professional Development Centers (RPDCs)”
2.	PITE was headed by a Director (BS-20) assisted by two Deputy Directors (BS-19) heading the following two wings: i. Academic Wing; and ii. Administration Wing	The “Director (BS-20)” post has been re-designated as “Director, Professional Development (BS-20)”; whereas, the posts of “Deputy Directors (BS-19) have been re-designated as “Additional Directors (BS-19) Academic & Administration wings.
3.	The Academic Wing was divided into following four specialty groups based on the nature of trainings imparted by PITE: i. Professional Development ii. Material Development iii. Continuous Professional Development iv. Monitoring & Quality Assurance	The Academic Wing has been re-organized in the following five specialty groups based on the nature and scope of work assigned to DPD: i. Leadership & Management ii. Material Development iii. Induction iv. Continuous Professional Development v. Monitoring & Quality Assurance
4.	RITEs/GCETs/GCPE were based at the district level. Each RITE/GCET/GCPE was headed by a Principal (BPS-19/20) and supported by academic and administrative staff.	RITEs/GCETs/GCPE have been placed under the Field Wing of the DPD and re-designated as Regional Professional Development Centers (RPDCs) with no change in the number of posts or their basic pay scales.
5.	DCTE used to have the following four wings headed by Additional/Deputy Directors (BS-19/18):	Post re-organization the Teachers Professional Development mandate is assigned to the DPD. Consequently, the TPD wing of DCTE is replaced

Dr. W. Upton

AD-VI

	<ul style="list-style-type: none"> i. Curriculum and Textbooks review; ii. Teachers Professional Development; iii. Assessment and Evaluation; and iv. Administration Wing 	<p>by "Standards Setting wing" with the re-designation of its posts as follows:</p> <ul style="list-style-type: none"> i. "Subject Specialist (BS-18) – Pre-Service" is re-designated as "Subject Specialist (BS-18) – Text Books Standards"; ii. "Subject Specialist (BS-18) – In-Service" is re-designated as "Subject Specialist (BS-18) – Teachers Standards"; and iii. "Subject Specialist (BS-18) – M&E" is re-designated as "Subject Specialist (BS-18) – Assessment Standards" <p>DCTE will have the following four wings headed by the Additional/Deputy Directors (BS-19/18):</p> <ul style="list-style-type: none"> i. Curriculum and Textbooks review; ii. Standards Setting; iii. Assessment and Evaluation; and iv. Administration Wing <p>Approved Organograms with above changes is placed at Annex-B.</p>
6.	Number of Posts and Basic Pay Scales	<p>The re-organization has no effect on the basic pay scales and number of posts. DPD (<i>created as a result of the merger of PITE, RITEs, GCETs and GCPE</i>) and DCTE will operate on the existing staff strength and basic pay scales assigned to them.</p>

5. The following responsibilities have been assigned to the Directorate of Professional Development (DPD):

RESPONSIBILITIES OF DIRECTORATE OF PROFESSIONAL DEVELOPMENT:

DPD independently or with external agencies, plan, design and implement professional development programmes (for teachers, head teachers, principals, teacher educators, education and district managers) following the Professional Development priorities in collaboration with Elementary & Secondary Education Department. Based on priorities and targets for teacher professional development, the Directorate of Professional Development (DPD) will perform the following responsibilities:

I. PROFESSIONAL DEVELOPMENT/ CPD:

Annual priorities for Professional Development/CPD: Determine annual priorities for PD/CPD (in collaboration with E&SED) based on student assessment, teacher performance assessment data, studies on teaching & learning, Training Need Assessment and policies introduced by the Government of Khyber Pakhtunkhwa.

Design/ revision of teachers/ education manager's professional development programmes: Make recommendations to, and/or participate in activities with other partners and universities to design and update teachers/ education management course contents for professional development.

II. INDUCTION PROGRAMME:

Plan, design, develop and implement teacher induction programmes including designing the induction training manuals/material, mobilization of resources, training of trainers, monitoring and any other task related to the effective and successful delivery of teacher induction programmes.

III. MATERIAL DEVELOPMENT:

Select, design, develop and curate a range of materials, content, and resources for high quality teacher professional development programmes (and professional development programmes for educators/district education managers).

IV. MONITORING AND QUALITY ASSURANCE:

- a. Development of M&QA Framework: Develop a monitoring and quality assurance framework to monitor the provision of teachers and district management professional development trainings offered at RPDCs and take actions to improve the quality of teachers & district management based on information collected during monitoring visits.
- b. Monitor the delivery of quality of professional development programmes, including the performance of trainers, and use the data collected to improve the efficiency and quality of teacher professional development.
- c. Develop and maintain up to date information in management information systems on teacher/management professional development programmes, staffing, resources and facilities at each of the RPDCs in the province.
- d. Produce regular reports and analysis of data about teacher/management professional development activities and respond to queries from DEOs, E&SED and the other stakeholders.

V. GENERAL:

a. Coordination

- i. Establishing linkages with professional education institutes, universities, training institutes and private partners. Facilitate and coordinate the process of establishing linkages with all partners to design and implement professional development programmes in a coherent manner
- ii. Coordinate with Directorate of E&SE and District Education Officers (DEOs) in implementing TPD programmes.
- iii. Identify additional support required to implement government priorities for TPD and select organizations to provide such support using appropriate Government of Khyber Pakhtunkhwa rules and procedures.

b. Management & Administration

- i. Provide financial and administrative oversight of RPDCs including advice to the E&SED/Directorate of E&SE on placement of staff.
- ii. Provide regular academic support and supervision to the RPDCs for teacher & management education offered.
- iii. Support the entire process of training implementation including resource mobilization, logistics, coordination and communication, monitoring, evaluation, assessment and any other task related to the successful and effective delivery of the training programmes.
- iv. Identify Lead Trainers, Master Trainers, Mentors or similar as and when required by a programme and prepare them to deliver teachers/management professional development.
- v. Host provincial level teacher professional development programmes, including programmes to build capacity of lead trainers, master trainers, trainers, mentors and other personnel involved in implementing teachers/management professional development.
- vi. Maintain a comprehensive collection of resources for teacher professional development, including well-organized archives of materials and other artefacts from programmes developed and implemented in the province.
- vii. Provide advice and input to design and develop policies, related to teacher recruitment, teacher management, teacher performance and teachers & district education management professional development.
- viii. Prepare and maintain a calendar showing plans for all TPD (government led and non-government led) in each district and across the province.

- ix. Prepare and update an annual plan for delivering Professional Development priorities and determine the appropriate mode of implementation.
- x. Prepare annual budget for delivering government funded TPD and monitor spending against the annual departmental and non-departmental budget for TPD.
- xi. Act as a focal point to support all development partners, non-governmental and/or donor supported TPD activities approved for implementation by the Elementary and Secondary Education Department (E&SED) and direct and coordinate their efforts.

viii. Additional Responsibilities

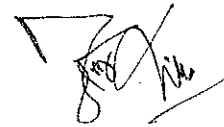
Any other task assigned by the E&SE Department

6. The Director DPD and DCTE are directed to give effect to all changes deemed necessary for the above re-organization including changes to the official stationary/letter heads, change in titles of bank accounts, roles/responsibilities and organograms on the E&SED and Directorates websites, changes required to the budget books and FMIS (PIFRA System) etc.

SECRETARY

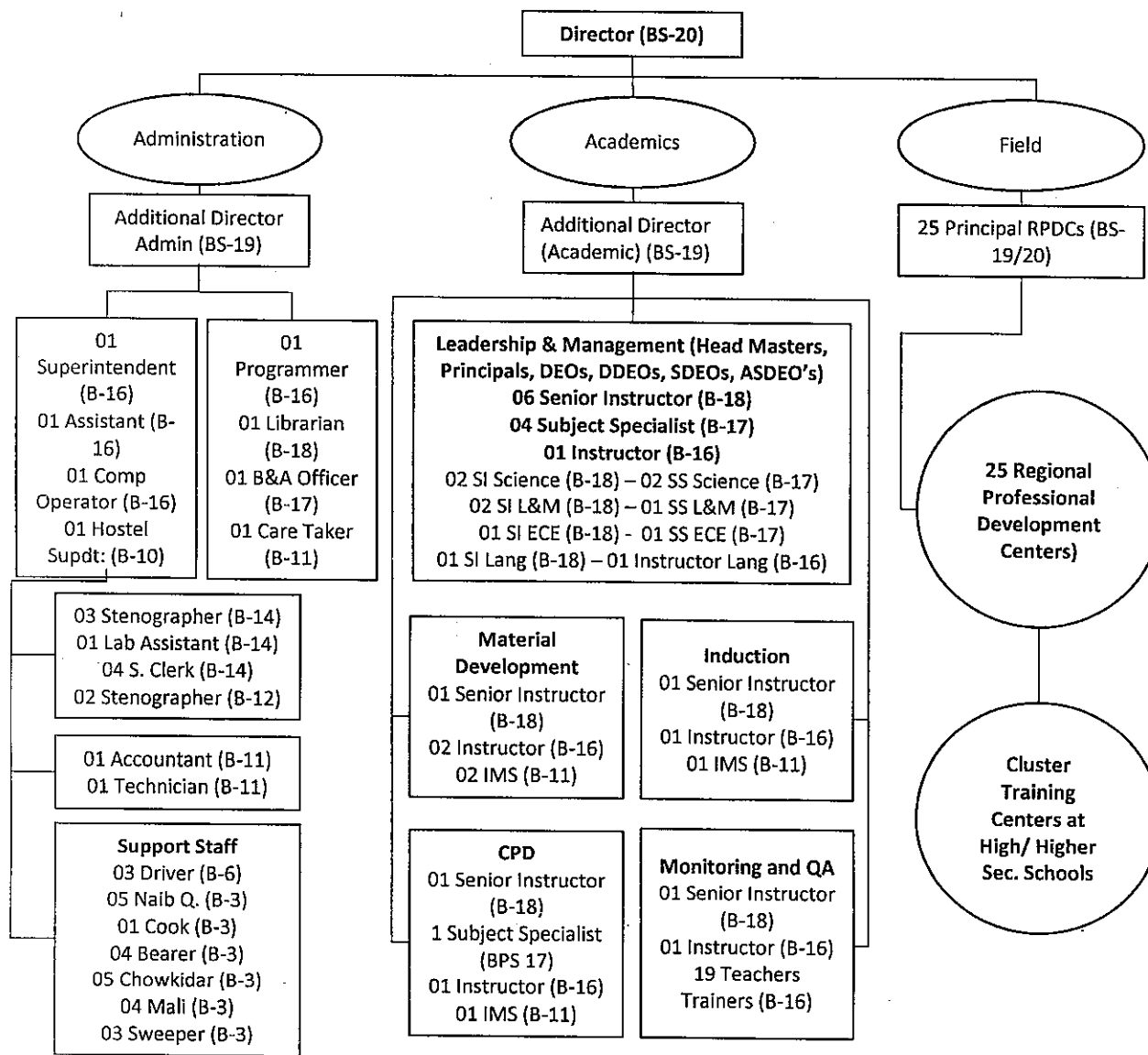
Endst: No. & Date Even

1. Principal Secretary to Governor, Khyber Pakhtunkhwa.
2. Principal Secretary to Chief Minister, Khyber Pakhtunkhwa.
3. All Administrative Secretaries, Khyber Pakhtunkhwa.
4. All Divisional Commissioners in Khyber Pakhtunkhwa.
5. Registrar Peshawar High Court, Peshawar
6. Registrar Service Tribunal, Khyber Pakhtunkhwa Peshawar.
7. Accountant General, Khyber Pakhtunkhwa.
8. All Heads of Attached Departments, Khyber Pakhtunkhwa.
9. Director General Information, Khyber Pakhtunkhwa.
10. All Deputy Commissioners Khyber Pakhtunkhwa
11. Secretary Public Service Commission, Khyber Pakhtunkhwa, Peshawar
12. All PS to Provincial Ministers/Advisors/Special Assistants Khyber Pakhtunkhwa.
13. PS to Chief Secretary, Khyber Pakhtunkhwa.
14. Director Education Sector Reform Unit E&SE Department
15. Director Elementary & Secondary Education, Peshawar.
16. Director Curriculum and Teacher Education, Khyber Pakhtunkhwa Abbottabad.
17. Director Professional Development (DPD) Khyber Pakhtunkhwa, Peshawar
18. Principals Regional Professional Development Centers (RPDCs)
19. Director EMIS *(with the request to update all materials on the E&SED website)*
20. PS to Secretary Elementary & Secondary Education Department
21. PS to Special Secretary Elementary & Secondary Education Department
22. PA to Additional Secretary (Estb:) E&SE Department
23. PA to Additional Secretary (Dev:) E&SE Department
24. PA to Deputy Secretary (Admn) E&SE Department
25. Master File



(BAKHTIAR WALI KHAN)
SECTION OFFICER (GENERAL)

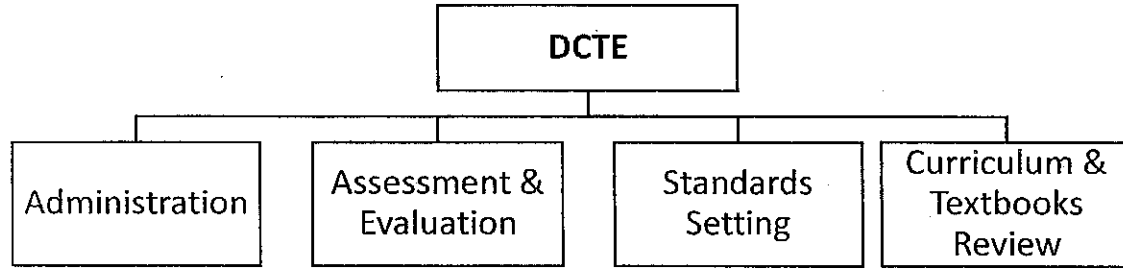
ANNEX A – APPROVED ORGANOGRAM OF DIRECTORATE OF PROFESSIONAL DEVELOPMENT



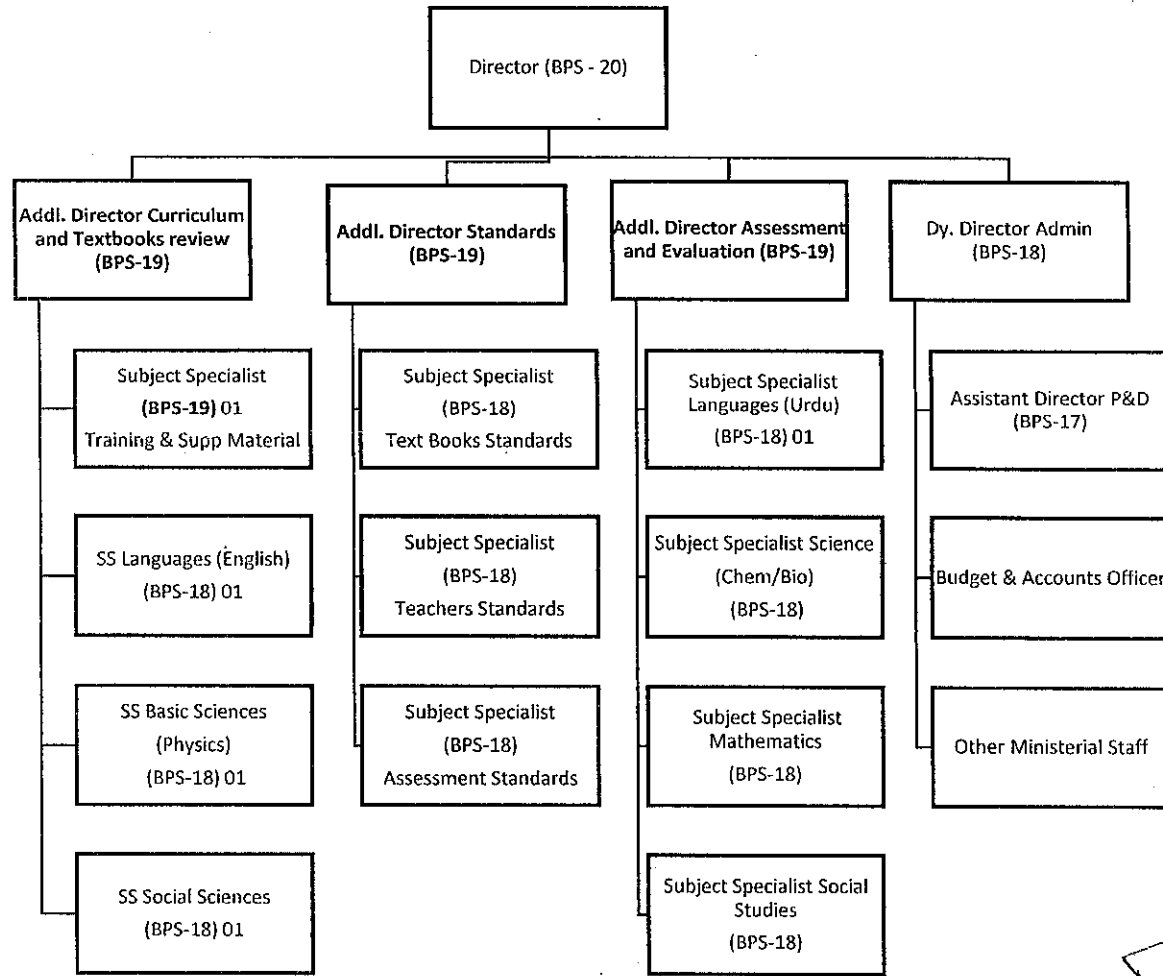
[Handwritten signature]

ANNEX B – APPROVED ORGANOGRAMS OF DIRECTORATE OF CURRICULUM AND TEACHERS EDUCATION

WINGS OF DCTE



DCTE STRUCTURE POST-REORGANIZATION



[Handwritten signature]