

## Annual Report on NAPE activities Financial Year 2015-2016

### Introduction

The NAPE, having its origin as the "Academy for Fundamental Education". was established in 1978. It was subsequently renamed as the **National Academy for Primary Education (NAPE)** in 1985. It has been functioning as an autonomous organization since 1st October 2004. It is an apex institution in the field of Primary Education in Bangladesh. Its prime goal is to enhance the quality of primary education through training, research, publication, monitoring and expansion oriented activities. NAPE is proactively on the track of the Digital Bangladesh movement of the Government of People's Republic of Bangladesh.



### Vision:

NAPE as a Centre of excellence, its vision is to improve the quality of primary education through strengthening different educational programs and enhancing the capacity of practitioners of primary education.

### Mission

1. To develop and maintain the standards of competencies for Practitioner teachers in primary education.
1. To engage in and conduct continuous research and development in curriculum, instructional effectiveness and innovation for quality primary teaching-learning process.
2. To develop instructional packages, organize and conduct training programmes in various subject areas on updated and innovative strategies and for practitioners.
3. To upgrade, update and manage the C-in-Ed / DPEd Programme for the teachers of primary education.
4. To collaborate and co-operate with relevant other institutions in promoting and sustaining development initiatives and maintaining national and international linkages and networks for quality primary education.

### Functions

1. Organize different programs to develop the capacity of teacher educators, supervisors and field level officers for improving the quality of primary education.
2. Initiate, promote, conduct and coordinate research studies on various aspects of primary education.
3. Review, redesign and upgrade the teacher education programs.
4. Develop models and related instructional materials for improving the quality of instruction and training in different educational programs.
5. Monitor and supervise the academic and administrative activities.
6. Initiate and promote innovative modalities and practices in the primary education system including adaptation of technology for educational purposes.
7. Provide professional advice in formulating national policies in education, in particular, in primary education.

8. Undertake collaborative programs with national and international organizations of similar nature for improving quality of primary education and enhancing the capacity of NAPE faculties.
9. Organize seminars, conferences and workshops at national and international level and publish articles and journals to disseminate and share knowledge, ideas and experiences in primary education.
10. Undertake extension programs for different stakeholders involved in Primary education in Bangladesh.

## Board of Governors

NAPE has a Board of Governors comprises of 14 members. The Board of Governors is the supreme authority to formulate and approve the over all programme of the academy. The Secretary of Ministry of Primary and Mass Education (MoPME) is the ex-officio chairman of the Board and the Director General of NAPE is the member secretary of the Board.

### List of honorable members of the NAPE Board of Governors:

(Not in order of seniority)

- |   |                  |
|---|------------------|
| 1. Secretary, Ministry of Primary and Mass Education  | Chairman.        |
| 2. Director General, Department of Primary Education  | Member           |
| 3. A representative of the Rector, BPATC (not below the rank of MDS)                          | Member           |
| 4. Joint Secretary, Ministry of Finance, Finance Division                                     | Member           |
| 5. Joint Secretary (Administration), Ministry of Public Administration                        | Member           |
| 6. Joint Secretary (Development), Ministry of Primary and Mass Education                      | Member           |
| 7. Chairman of NCTB   | Member           |
| 8. Additional Director General, Academy for Planning and Development                          | Member           |
| 9. Director (Training), Department of Primary Education                                       | Member           |
| 10. Deputy Commissioner, Mymensingh   | Member           |
| 11. Mrs. Rashida Khanam, former Principal, Teachers' Training College (female),<br>Mymensingh | Member           |
| 12. Mr. Aziz Ahmed Chowdhury, retired Director general of DPE                                 | Member           |
| 13. Prof. Kazi Afroz Jahan Ara, Institute of Education and Research, DU                       | Member           |
| 14. Director General, National Academy for Primary Education (NAPE)                           | Member secretary |

**Faculties:** The activities of NAPE are performed by the support of the following 7 (seven) faculties:

1. Planning and Management
2. Language
3. Social Sociology
4. Science and Mathematics
5. Research and curriculum development
6. Monitoring and Supervision
7. Testing and Evaluation

### **Terms of References of Faculties of NAPE:**

#### **1. Faculty of planning and management**

- i. To assess training needs.
- ii. To prepare the Annual Training Calendar.
- iii. To prepare the Training Budget.
- iv. To collect the Training Materials.
- v. To assist the Authority to implement the training activities.
- vi. To prepare the annual training report.
- vii. To distribute works among the faculty members:
  - a. training related activities
  - b. environment
  - c. protocol
- viii. To monitor training programs.
- ix. To coordinate with the other faculties.
- x. To assist the authority to conduct Board of Governors (BOG) & Academic council meeting.
- xi. Other activities as desired by the authority.

#### **2. Faculty of Language**

- i. To publish Two issues halfyearly NAPE newsletter "NAPE Barta" and the annual Primary Education Journal.
- ii. To design and develop Test Items and Questions Structures in English and Bangla Language for the Primary Education Completion Examination
- iii. To conduct training sessions on Language in training courses held at NAPE
- iv. To do other activities assigned by the authority.

#### **3. Faculty of Sociology**

- i. To develop, revise and renovate in collaboration with curriculum development faculties the Social Science curricula of the teacher education program.
- ii. To work in collaboration with NCTB to develop, revise and renovate the environment and social science part of the primary education curriculum.
- iii. To develop resource materials and impart TOT for dissemination of social science part of the primary education.

- iv. To develop instructional materials and impart training to the social science instructors of PTIs.
- v. To design and develop subject based training programs in social science and provide TOT to URC instructors.
- vi. To plan, establish and run a low-cost teaching aids design and development center at NAPE with a view to promote teaching-learning strategies in social science education including arts and crafts.
- vii. To undertake in-house and hands on training for strengthening knowledge and skills of NAPE personnel.
- viii. To organize seminars, symposiums, workshops at NAPE on different issues relating to social science education.
- ix. To work in collaboration with other faculties to undertake research studies on environment and social science education at primary level.
- x. To assist the C-in-Ed/Dip-in-Ed Board in preparing standardized tests in social science discipline.
- xi. To explore the training needs on social science and community mobilization of different stakeholders, plan and develop training programs, instructional materials and impart TOT and training where necessary.
- xii. To organize intra and inter faculty on progress of work, human resource management and disciplinary issues and shooting out problems and to sort out strategies for improvement and insuring coordinated efforts.
- xiii. To carry out other duties and responsibilities as instructed time to time by the authority for smooth running of administration and management activities of NAPE.

#### **4. Faculty of Science and Mathematics**

- i. To develop, revise and renovate, in collaboration with curriculum faculty, the Science and Mathematics curriculum of the teacher education programme.
- ii. To work in collaboration with NCTB to develop, revise and renovate the Science and Mathematics parts of the primary curriculum.
- iii. To develop instructional materials and impart TOT for dissemination of Science and Mathematics part of the primary curriculum
- iv. To develop instructional materials and impart training to the Science and Mathematics instructors of PTIs
- v. To design and develop subject based training programs in Science and Mathematics education and provide TOT to URC Instructors
- vi. To plan, establish, run and maintain Science and Mathematics workshops cum lab at NAPE with a view to promote innovative skills and creativity of the faculty professionals.
- vii. To provide expert services and guidance in planning establishing and running Science and Mathematics workshops cum lab at URCs and PTIs for development of innovative low cost teaching aids and doing research.
- viii. To undertake experimental research exercises to help improve quality of training in primary Science and Mathematics education.
- ix. To undertake in house and hands on training for strengthening knowledge and practical skills of NAPE personnel.
- x. To organize (both national and international) seminars, symposiums and workshops at NAPE on different issues relating to primary Science and Mathematics education.
- xi. In collaboration with other faculties and institutions undertake research studies on issues involving Science and Mathematics education at primary level.

- xii. To assist C. Ed Board in preparing standardized tests and question banks in Science and Mathematics subject areas.
- xiii. To explore the training needs on Science and Mathematics of different stakeholders, plan and develop training programs and material and impart TOT and training where necessary.
- xiv. To organize intra and inter faculty meeting on progress of work, human resource management and disciplinary issues and shooting out problems and to sort out strategies for improvement and ensuring coordinated efforts.
- xv. To carry out other duties and responsibilities as instructed time to time by the authority for smooth running of administration and management activities of NAPE.

## **5. Faculty of Research and Curriculum Development**

- i. To conduct research according to the needs and demands of present important issues/problems in the field of primary education in Bangladesh.
- ii. To take necessary steps for the revision of Diploma in Primary Education (DPED) and to conduct baseline study for it.
- iii. To conduct different types of research may offer by Ministry of Primary and Mass Education (MoPME), Directorate of Primary Education (DPE), National Curriculum and Textbook Board (NCTB) or any other Ministry/NGO /Projects/University/Institute/Development Partners/International organization like UNICEF.
- iv. To build up research capacity for the NAPE faculty members and enhance quality research at NAPE and send it to the different sectors related to primary education like DPE, MoPME and NCTB or any other organizations for the further policy formulation to ensure quality primary education.
- v. To conduct different research seminar, symposium, training and annual research workshops regarding to the need of NAPE research activities.

## **6. Faculty of Monitoring and Supervision**

- i. To prepare observation format /monitoring format.
- ii. To prepare annual monitoring plan for PTI, URC, Sub-cluster and Government primary schools for yearly monitoring.
- iii. To visit PTI, URC, Sub-cluster and Government primary schools for monitoring their academic activities prepare report and submit to the higher authority for further improvement.
- iv. To follow up the post training utilization activities and to give suggestions for further initiative/development.
- v. To do enquiry on the basis of any complain from the field level offices and submitted report to authority.
- vi. To conduct at least one research work every year on monitoring and supervision activities.
- vii. Follow up activities on inspection report of PTI, URC, Sub-cluster and Government primary schools.
- viii. To perform any other activities assigned by the authority.

## 7. Faculty of Testing and Evaluation

- i. To prepare format for training course evaluation, collecting information, processing data and sending report to the authority for taking necessary steps in the light of recommendation.
- ii. To prepare format for resource person evaluation, collecting data through related course administration, processing data and providing written feedback to the resource persons.
- iii. To arrange pre and post test to know the training performance of the trainees who participate in different training programme arranged by NAPE. This faculty also collect and preserve performance records.
- iv. To prepare course report by the help of the Participants with the collaboration of the related course administration.
- v. To prepare and publish question structure for the PECE.
- vi. To help MoPME and DPE to prepare and distribute PECE questions.
- vii. To prepare competency based test item for using in the PECE. This activity is done under the supervision of an international consultant.
- viii. To arrange training programme for the marker, head marker and field level officers who related to PECE.
- ix. To prepare marking Scheme for the marker and head marker by the help of the skilled and experienced teachers and send it to the related persons.
- x. To do study for the development of assessment procedure to ensure the mastery learning.
- xi. To prepare a faculty report on its yearlong activities.
- xii. To prepare budget for the Taylor-made training course to strengthen assessment procedure and preparing training materials for it.
- xiii. Finally any other activities assigned by the NAPE authority are done by this faculty.

## Activities of ICT Cell

Function of ICT cell are as follow:

- To manage the data/information of NAPE.
- To conduct and arrange training on ICT.
- To provide ICT supports to the C-in-Ed Board.
- To manage and maintain NAPE Website.
- To provide training on Digital Content Development for the master trainers.
- To exchange official information of NAPE with other organizations.

## Bangladesh Certificate in Education Board (C-in-Ed Board)

This Board has been established in 1982. The Board controls the academic activities of 56 Govt. PTIs and 3 Private PTIs.

Currently 18 months Diploma in Primary Education (DPED) programme is running in 50 PTIs and 1 year C-in-Ed course is running in 9 PTIs. The Director General of the NAPE is the ex-officio chairman and the director of NAPE acts as the vice-chairman of the Board.

### Certificate in Education (C-in-Ed) training courses conducted in Primary Teachers Training Institutes (PTIs).

Sl no	Session	Number of trainees admitted	Number of trainees appeared in the final examinations (including irregular students )	Passed	Passing Rate	Comments
33	2013-2014	4940	5409	5240	96.87	
34	2014-2015	1727	1972	1845	93.55	
35	2015-2016	585				continued

### Diploma in Primary Education (DPED) training courses conducted in Primary Teachers Training Institutes (PTIs).

Sl no	Session	Number of trainees admitted	Number of students appeared in the final examinations (including irregular students )	Passed	Passing Rate	Comments
1.	July 2012 to December 2013	1280	1272	1108	87.10	
2.	July 2013 to December 2014	4986	4844 +156 (irregular) = 5000	4649	94.76%	
3.	January 2015 to June 2016	5835				Continued
4.	January 2016 to June 2017	8948				Continued



## **Diploma in Primary Education (DPEd) activities: (January-December 2016)**

From the January 2016 DPEd training activities has been started in 50 PTIs in Bangladesh. The progress of DPEd activities done in FY 2016-2017 is mentioned below:

### **DPEd monitoring activities:**

- Team leader, group leaders, NAPE faculty members and research associates have monitored the DPEd training activities in the PTIs and submitted monitoring reports.
- Based on monitoring report 13<sup>th</sup> and 14<sup>th</sup> quarterly report being developed.

### **Printing of DPEd Training materials**

- Team leader, group leaders and the subject based writers have revised the training materials (by 31 December 2015)
- 29 types of Materials have been printed and supplied copies to 36 PTIs.

### **Training and workshops:**

#### **Venue: NAPE**

- Two workshops for “Revision of DPEd material” and “DPEd upabhidhi pranoyon” have been arranged respectively from 1-3 July 2015 and 15 November 2015 at IER, DU and NAPE, Mymensingh. In these workshops 77 participants from field level primary education, NAPE faculties, educationists and government policy makers were participated. 2 Batch DPEd orientation training of PTI Super and assistant super being arranged where 50 super and 6 assistant super were the participants.
- A total of 300 PTI instructors and resource persons are provided training on DPEd subject based refresher course in 10 batch.
- In 8 batch total 192 PTI Instructors received training on DPEd.

#### **Venue PTI:**

- A total of 720 DPEd training school Head teachers and 960 assistant teachers received training under 30 PTIs in 42 batches.
- A total of 6960 DPEd own school Head teachers received training from 50 PTIs in 174 batches.

#### **DPEd Certificate:**

- IER of Dhaka University issuing the certificates on the basis of MOU signed amongst NAPE, DPE and IER, DU on 31 December 2014.

## **Research and publication**

NAPE plays a significant role to ensure the quality of primary education through its research work. Most importantly, NAPE does research on basic issues of teaching learning process. Moreover, it has a vital role to develop C-in-Ed and DPED curriculum and text books.

NAPE also publishes a half yearly newsletter named “NAPE Barta” and a Journal named “Primary Education Journal”.

### **Research conducted in the FY 2015-2016:**

#### **Title:**

1. Situational Analysis of Piloted Primary Schools that Running up to Grade Eight. and
2. Situational Analysis of Current Model School Activities in Bangladesh.

### **Research Seminar:**

NAPE does its annual research work every year. According to this practice NAPE has conducted research work titled “Situational Analysis of Piloted Primary Schools that Running up to Grade Eight” and “Situational Analysis of Current Model School Activities in Bangladesh in FY 2015-2016. The research report presentation seminar was held on 29 June 2016. Total 37 personnel from NAPE, IER, DPE, NCTB and BNFE attended the seminar to contribute it.

## Training course done at NAPE in 2015-2016:

**Training:** According to the annual training calendar the following training courses have been conducted on different areas for different stakeholders.

Number of participants received training at NAPE during last 10 years: (July 2006 - June 2016)

SL. No.	Financial Year	Revenue			Development			Total
		Number of Participants			Number of Participants			
		Male	Female	Total	Male	Female	Total	
1	2006-2007	651	134	785	580	177	757	1542
2	2007-2008	711	215	926	791	164	955	1881
3	2008-2009	478	120	598	785	185	970	1568
4	2009-2010	984	266	1250	484	155	639	1889
5	2010-2011	592	127	719	399	97	496	1215
6	2011-2012	470	115	587	75	72	147	732
7	2012-2013	213	58	271	1315	350	1665	1936
8	2013-2014	305	83	388	532	144	676	1064
9	2014-2015	243	49	292	1080	245	1325	1617
10	2015-2016	428	100	528	1046	234	1280	1808
<b>Total</b>		<b>5075</b>	<b>1267</b>	<b>6344</b>	<b>7087</b>	<b>1823</b>	<b>8910</b>	<b>15254</b>

## Summary of Training and other Activities under revenue budget: July 2015- June 2016

Sl. no	Name of Training/Activities	Duration (days)	Batch	Participants
1	Annual work plan and PTI management training for PTI Superintendents.	3	2	57
2	Training on quality primary education and field Level administration for DPEOs including ICT.	3	2	61
3	Training on good governance and quality primary education management for ADPEOs.	5	3	79
4	Training on PTI management for Assistant Superintendents of PTI	5	2	57
5	Training on office management for UEOs.	5	4	52
6	Awareness workshop regarding compulsory primary education	1	3	150
7	Training need assessment workshop	1	1	35
8	Research seminar	1	1	37
<b>Total</b>				<b>528</b>

## Training courses offered by NAPE:

- Foundation/basic training courses for the newly recruited officers in the field of primary education.
- School management and Academic Supervision training courses for the field level personnel.
- Training courses on office management and financial management.
- Training on ICT /computer.
- ToT and Professional Development training for Education Managers
- Tailor made (on request) training courses for other organizations.
- Subject based training courses for the PTI and URC instructors.

## Stakeholders:

Sl	Positions
1.	District Primary Education Officers
2.	Assistant District Primary Education Officers
3.	Superintendents of PTIs
4.	Assistant Superintendents of PTIs
5.	Upazilla Education officers
6.	Assistant Upazilla Education officers
7.	PTI Instructors
8.	Instructors of URCs

## Competency based Test Item development and implementation related trainings/workshops Financial Year: 2015-16

Sl. no	Name of the training/work-shop	Duration	Participants		Total
			Male	Female	
1	Orientation training on test items piloting for the test administrators and monitors	1 day	21	04	25
2	Competency based test item development and marker training for PTI Instructors	3 days	245	55	300
3	Competency based test item development and marker training for AUEOs.	3 days	184	48	232
4	Test item development training for the members of resource pool for item developments (two times)	7 days	198	27	225
5	Marker training and marking the piloted items (two times)	6 days	36	18	54
6	Orientation (how to administer test items) training for test conductor (two times)	1 days	36	24	60
7	Training for finalizing question structure for PECE 2015	1 day	28	22	50

## Conclusion

The government has taken effective steps to ensure the quality of primary education. As an apex institution regarding training and research on primary education in Bangladesh, NAPE is committed to perform its best efforts to fulfill Nation's demand in ensuring quality primary education. Our all efforts are being rotated to strengthen the positive attitudes in primary education management system and to make effective classroom teaching which would help to implement Government's Vision 2021.

## List of NAPE Personnel:

Sl. No.	Name	Designation	e-mail and telephone
1	Md. Fazlur Rahman	Director General	dg_nape@yahoo.com, dgnape@gmail.com
2	Md. Shah Alam	Director	<a href="mailto:shahalam5846@gmail.com">shahalam5846@gmail.com</a>
4	Md. Abdul Hye	Senior Specialist(DS)	<a href="mailto:abdulhye7640@gmail.com">abdulhye7640@gmail.com</a>
5	Md. Haidar Ali	Senior Specialist (DS)	<a href="mailto:mhali1469@gmail.com">mhali1469@gmail.com</a>
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7	Md. Sultan Ahamed	Senior Specialist	
8	Dr. Arifina	Senior Specialist	
9	Dr. Gopika Ranjan Chakrahrti	Senior Specialist	
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18	Nazmun Nahar	Specialist(Controller of C-in-Ed Board adnml charge)	<a href="mailto:controller.bdcinedBoard@gmail.com">controller.bdcinedBoard@gmail.com</a>
25	Ratna Das	Specialist	<a href="mailto:dasratna366@gmail.com">dasratna366@gmail.com</a>
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47	Shaheen Momtaz	Assistant Specialist	
48	Md. Habibur Rahman	Accounts Officer	<a href="mailto:habibaonape@gmail.com">habibaonape@gmail.com</a>
49	Shahnaz Nurunnahar	Assistant Controller of C-in-Ed Board	
50	Md. Abdul Gafur Khan	Physical Education Teacher	

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# Organizational Chart

## National Academy for Primary Education (NAPE)

### Mymensingh, Bangladesh

### Manpower at a Glance

Post name:	No. of Post
Class 1 Officers	46
Class 2 Officers	5
Class 3 Staff	26
Class 4 Staff	20
<b>Total Manpower= 97</b>	



