



Government of the People's Republic of Bangladesh

Ministry of Primary and Mass Education

Development-2

www.mopme.gov.bd



Number:

Date: 25/9/2022

38.00.0000.010.09.002.20.95

Notification

In pursuant to letter of Economic Relations Division (ERD) reference no. 09.00.0000.225.46.001.19.193, Dated: 29 December 2021, the Ministry of Primary and Mass Education has reconstructed the Education Local Consultative Group (ELCG) with the following composition and Terms of Reference (ToR) (attached herewith):

GOB Side:

Sl.	Designation and Ministry/Division/Organization	Position	Comments
1.	Senior Secretary, Ministry of Primary and Mass Education	Chair-GOB	
2.	Additional Secretary (Development), Secondary and Higher Education Division	Alternative Chair-GOB	
3.	Additional Secretary (Development), Technical and Madrasah Education Division	Alternative Chair-GOB	
4.	Representative nominated by Development Partners (DPs)	Co-Chair*	
5.	Additional Secretary (Development), Ministry of Primary and Mass Education	Member	
6.	Director General, Department of Primary Education	Member	
7.	Director General, Department of Secondary and Higher Education	Member	
8.	Director General, Directorate of Madrasah Education	Member	
9.	Director General, National Academy of Education Management (NAEM)	Member	
10.	Director General, Bangladesh Bureau of Education Information and Statistics (BANBEIS)	Member	
11.	Director General, International Mother Language Institute	Member	
12.	Director General, Directorate of Technical Education	Member	
13.	Director General, Compulsory Primary Education Implementation Monitoring Unit	Member	

14.	Director General, Bangladesh Bureau of Statistics (BBS), Statistics and Informatics Division	Member	
15.	Chief Engineer, Local Government Engineering Department	Member	
16.	Chief Engineer, Department of Public Health Engineering	Member	
17.	Chief Engineer, Directorate of Education Engineering	Member	
18.	Chairman, National Curriculum and Textbook Board (NCTB)	Member	
19.	Director General, National Academy for Primary Education (NAPE)	Member	
20.	Director General, Bureau of Non-Formal Education (BNFE)	Member	
21.	Joint Secretary (Development/ Planning), Ministry of Primary and Mass Education	Member	
22.	Joint Secretary (Development/Planning)), Secondary and Higher Education Division	Member	
23.	Joint Secretary (Development/ Planning), Technical and Madrasah Education Division	Member	
24.	Director (Planning & Development) Department of Primary Education	Member	Not below the rank of Joint Secretary
25.	Director (Planning, Monitoring, Evaluation & MIS) Bureau of Non-formal Education	Member	
26.	Representative from Prime Minister's Office	Member	
27.	Representative from Finance Division	Member	
28.	Representative from Implementation Monitoring and Evaluation Division	Member	
29.	Representative from Economic Relations Division	Member	
30.	Representative from Ministry of Labour and Employment	Member	
31.	Representative from Ministry of Disaster Management & Relief	Member	
32.	Representative from ICT Division	Member	
33.	Representative from Health Services Division	Member	
34.	Representative from Ministry of Foreign Affairs	Member	
35.	Representative from Ministry of Women & Children Affairs	Member	
36.	Representative from Ministry of Youth and Sports	Member	
37.	Representative from Physical Infrastructure Division, Planning Commission	Member	
38.	Representative from Local Government Division	Member	
39.	Representative from University Grants Commission	Member	

40.	Representative from Bangladesh Accreditation Council	Member
41.	Director, Children Welfare Trust	Member
42.	Director, National Academy of Computer Training and Research (NACTAR)	Member
43.	Director, Directorate of Inspection and Audit	Member
44.	Representative from National Skills Development Authority	Member
45.	Deputy Secretary (Dev/Planning), Secondary and Higher Education Division	Member
46.	Deputy Secretary (Dev/Planning), Technical and Madrasah Education Division	Member
47.	Joint Secretary (Planning), Ministry of Primary and Mass Education	Member Secretary

Development Partners' (DPs) Side:

Sl.	Designation and Organization	Position	Comments
1	Representative from Asian Development Bank (ADB)	Member	
2	Representative from Australian Aid-Department of Foreign Affairs and Trade	Member	
3	Representative from Foreign Commonwealth Development Organization (FCDO)	Member	
4	Representative from European Union (EU)	Member	
5	Representative from German Development Cooperation (GIZ)	Member	
6	Representative from Global Affairs Canada (GAC)	Member	
7	Representative from International Labor Organization (ILO)	Member	
8	Representative from International Development Association (IDA) / The World Bank	Member	
9	Representative from High Commission of India	Member	
10	Representative from Embassy of Japan	Member	
11	Representative from Japan International Cooperation Agency (JICA)	Member	
12	Representative from Korean International Cooperation Agency (KOICA)	Member	
13	Representative from Exim Bank of Korea (EDCF)	Member	
14	Representative from Embassy of Netherlands	Member	
15	Representative from Swiss Development Cooperation (SDC)	Member	
16	Representative from Swedish International Development Cooperation Agency (SIDA)	Member	
17	Representative from United Nations Educational Scientific and Cultural Organization (UNESCO)	Member	

18	Representative from United Nations Development Programme (UNDP)	Member	
19	Representative from United States Agency for International Development (USAID)	Member	
20	Representative from United Nations Children's Fund (UNICEF)	Member	
21	United Nation Population Fund (UNFPA)	Member	
22	Representative from World Food Programme (WFP)	Member	

*To be selected by Development Partners at the Organization Head level. In case of non-availability of the Organization Head, officer of immediate next rank would co-chair.

2. ELCG Working Committee can co-opt members if necessary.

3. ELCG Chair or Alternative Chair may request the presence of representatives from Non-Government Organisations (NGOs) or/and Civil Society Organisations (CSOs) in any meeting to discuss on the specific agenda.

4. This order has been issued with the approval of the competent authority and will come into effect immediately.

Attachment: [ToR](#).

By order of President,



25-9-2022

Md. Motiar Rahman

Deputy Secretary

Phone: 02-9515589

Fax: +88-02-9576690

Email:

dsdev2@mopme.gov.bd

Number:

Date: 25/9/2022

38.00.0000.010.09.002.20.95/1(68)

Copy for Kind Information and Necessary Action, (Not according to seniority)

1) Cabinet Secretary, Cabinet Division

2) Principal Secretary, Prime Minister's Office

3) Senior Secretary, Secretary's Office

4) Senior Secretary, Ministry of Foreign Affairs

- 5) Senior Secretary, Ministry of Primary and Mass Education
- 6) Senior Secretary, Finance Division
- 7) Secretary, Local Government Division
- 8) Secretary , Technical and Madrasa Education Division
- 9) Secretary, SHED
- 10) Secretary, Health Service Division
- 11) Secretary, Economic Relations Division
- 12) Member (Secretary) Physical Infrastructure Division, Planning Commission
- 13) Secretary, Ministry of Labour & Employment
- 14) Secretary, Statistics and Informatics Division
- 15) Secretary, IMED
- 16) Secretary, Ministry of Youth & Sports.
- 17) Secretary, Ministry of Disaster Management and Relief
- 18) Secretary, MOWCA
- 19) Chairman, University Grant Commission, Dhaka
- 20) Chairman, Bangladesh Accreditation Council, Dhaka
- 21) Director General, Department of Secondary and Higher Education, Dhakaa
- 22) Director General, Department of Primary Education, Dhaka
- 23) Director General, Directorate of Madrasah Education, Dhaka
- 24) Director General, National Academy of Education Management (NAEM), Dhaka
- 25) Director General, Bangladesh Bureau of Education Information and Statistice (BANBASE), Dhaka
- 26) Director General, International Mother Language Institute, Dhaka
- 27) Director General, Directorate of Technical Education, Dhaka
- 28) Director General, Compulsory Primary Education Implementation Monitoring Unit (CPIMU), Dhaka
- 29) Director General, National Academy for Primary Education (NAPE)
- 30) Director General, Bureau of Non-Formal Education (BNFE), Dhaka
- 31) Additional Secretary (Development), Ministry of Primary and Mass Education
- 32) Additional Secretary (Development), Secondary and Higher Education Division, Ministry of Education, Dhaka
- 33) Additional Secretary (Development), Technical and Madrasah Education Division, Ministry of Education, Dhaka
- 34) Chief Engineer, Local Government Engineering Department, Dhaka
- 35) Chief Engineer, Department of Public Health Engineering, Dhaka
- 36) Chief Engineer, Directorate of Education Engineering, Dhaka

- 37) Chairman, National Curriculum and Textbook Board (NCTB),
Motijheel, Dhaka
- 38) Joint Secretary, Development, Ministry of Primary and Mass
Education
- 39) Joint Secretary (Planning), Deputy Chef (Planning), Ministry of
Primary and Mass Education
- 40) Director (Planning & Development), Department of Primary Education,
Dhaka
- 41) Director (Planning, Monitoring, Evaluation & MIS), Bureau of Non-
formal Education
- 42) Director, Directorate of Inspection and Audit, Dhaka
- 43) Director, National Academy of Computer Training and Research
(Ncetar), Dhaka
- 44) Director, Children Welfare Trust, Mirpur, Dhaka
- 45) Deputy Secretary (Development), Secondary and Higher Education
Division, Ministry of Education, Dhaka
- 46) Deputy Secretary (Development), Technical and Madrasah Education
Division, Ministry of Education, Dhaka
- 47) Representative, Asian Development Bank (ADB, Dhaka
- 48) Representative, Australian Aid-Department of Foreign Affairs and
Trade , Dhaka.
- 49) Representative, Foreign Commonwealth Development Organization
(FCDO) , Dhaka.
- 50) Representative , European Union (EU) , Dhaka.
- 51) Representative , German Development Cooperation (GIZ), Dhaka.
- 52) Representative , Global Affairs Canada (GAC) , Dhaka.
- 53) Representative , International Labor Organization (ILO)
- 54) Representative, International Development Association (IDA) / The
World Bank, Dhaka.
- 55) Representative, High Commission of India
- 56) Representative, Embassy of Japan, Dhaka.
- 57) Representative, Japan International cooperation Agency (JICA) ,
Dhaka.
- 58) Representative, Korean International cooperation Agency (KOICA),
Dhaka.
- 59) Representative , Exim Bank of Korea (EDCF), Dhaka.
- 60) Representative , Embassy of Netherlands, Dhaka.
- 61) Representative , Swiss Development Cooperation (SDC), Dhaka.
- 62) Representative , Swedish International Development Cooperation
Agency (SIDA)

- 63) Representative, United Nations Educational Scientific and Cultural Organization (UNESCO), Dhaka.
- 64) Representative , United Nations Development Programme (UNDP), Dhaka.
- 65) Representative , United States Agency for International Development (USAID), Dhaka.
- 66) Representative , United Nations Children`s Fund (UNICEF), Dhaka.
- 67) Representative, United Nation Population Fand (UNFPA), Dhaka.
- 68) Representative, World Food Programme (WFP)

TERMS OF REFERENCE

LCG Working Group on Education (ELCG)

A. Background

i) Introduction

Bangladesh is taking bigger strides in the education sector towards building a knowledge-based society pursuant to the Vision 2041 for achieving a poverty free and prosperous Bangladesh. Efforts are well underway to ensure free and compulsory primary education for all and to eradicate illiteracy in compliance with the Article 17 of the Constitution. In line with the global initiatives of SDGs, particularly of Goal 4 for Education, the Government is committed towards achieving inclusive and equitable quality education and lifelong learning opportunities for all.

The Government of Bangladesh (GoB) has given high priority to education and allocated increased resources to the Ministries, Divisions and Agencies working in the education sector. Three Divisions under two Ministries share the responsibilities of managing education sector in Bangladesh. The Secondary and Higher Education Division and Technical and Madrassa Education Division under the Ministry of Education are responsible for secondary to higher education and technical and Madrassa education respectively, while the Ministry of Primary and Mass Education is looking after Pre-primary, primary education and non-formal education sub-sectors. Bangladesh has made considerable progress in improving access to education, reducing dropouts and increasing completion rate, especially in primary level. Despite a strong political commitment in the National Education Policy 2010, ensuring quality education remains a formidable challenge in Bangladesh. GoB is implementing different initiatives to address the quality aspects of education with supports from the different development partners (DPs) actively engaged in the sector.

The Local Consultative Group (LCG) mechanism provides a common platform for GOB and the to meet periodically and discuss development issues and other sectoral strategies and policies of the education sector. The LCG Working Group on education (ELCG) provides a forum for information exchange, coordination and collaboration among GoB , DPs and civil society in the area of education. This Terms of Reference (ToR) of the ELCG is prepared in line with the guiding notes provided by the Economic Relations Divisions (ERD)¹

ii) Objectives

The objective of the ELCG is to contribute towards effective and coordinated implementation of national policies, strategies, plans and programs in the education sector.

iii) Scope of Work

The overall scope of work of the ELCG includes the following:

¹ERD's letter no:09.00.0000.225.46.001.19-193 dated 29/12/2021

- Coordinate work within the overall education sector, convene meetings and act as a facilitator for ongoing activities in the sector;
- Promote and facilitate common intentions and integration of policies, approaches and efforts of DPs and other key actors in the education sector; this would include an inventory of GoB and DPs activities in the education sector;
- Promote harmonization and alignment of activities as well as joint work/programmes, analyses to enhance aid effectiveness, avoid duplication and provide feedback to the government, concerned agencies, and the LCG Plenary;
- Contribute to ensuring mutual monitoring and accountability with GoB and amongst DPs engaged in the education sector;
- Integrate key cross-cutting issues into the work of the education sector, and coordinate on these issues with other relevant working groups;
- Support communication and dissemination of the best practices in operational approaches with demonstrable, measurable and effective impact;
- Provide regular feedback to the LCG Plenary, and provide updates on progress and constraints in the achievement of goals set by GoB in the sector;
- Guide to conduct joint fact-finding, joint field review and/or evaluation missions for the education sector program policies to the extent possible.

iv) Specific Task

The ELCG will focus on the following tasks and responsibilities:

- To facilitate common understanding on the country's education related issues and needs through discussions and exchange of information on education related matters. Topics for discussion will include results and recommendations emerging from different studies as well as activities and progress under DP funded assistance programs.
- To provide a forum for establishing consensus on education priorities. The ELCG will seek ways of translating the commitments of the GoB while taking into account of the global commitments in the context of Bangladesh.
- To act as a forum/Local Education Group (LEG) for review and endorsement of global education initiatives or any other bilateral and multilateral Development Partners if required.
- To prepare a matrix outlining GoB's reform plans and individual DP commitments and support to broader education aspects. The matrix is intended to promote coherence of support and engagement between GoB and DPs for improved performance in the areas of national and global commitments in education.

- To prepare a work plan, tentative agenda and year-end summary and present those at the plenary LCG and Bangladesh Development Forum.
- To support strengthening national data systems and monitor education results indicators. The ELCG will contribute to monitoring the education related indicators to ensure effective and efficient implementation of intended activities.
- To support communication and dissemination of best practices in operational approaches/ practices with demonstrable, measurable and effective impact.

B. Institutional and Administrative Arrangements

i) Chairmanship

The ELCG will be chaired by the Senior Secretary of the lead Ministry as designated by the Economic Relations Division (ERD) which is the Ministry of Primary and Mass Education (MoPME). Additional Secretary (Development) of the respective Secondary and Higher Education Division (SHED) and the Technical and Madrassa Education Division (TMED) will be the Alternative Chair to the ELCG. It will be co-chaired by representative of Missions/Cooperations/Agency as nominated by the Development Partners (DPs).

ii) Organizational Set-Up

The chair and co-chair will lead the ELCG representing GoB and the DPs respectively. The co-chair will be appointed by general consensus of the DP-members of the working group for a period of two years.

An ELCG secretariat can be set up to facilitate the meetings and its follow up actions.

iii) Membership

The members of the ELCG WG include representatives of GoB and DPs actively engaged in the education sector. Adequate level of representation from both the ministries MoPME and MoE will be ensured. A list of the representative members from GoB and DPs is attached to this ToR as Annex-A. In addition, representatives of a few NGOs, particularly ones with a co-ordination role amongst the NGOs in education sector may be invited for selected meeting on specific agenda. Anyone with an interest in the works of the ELCG and/or an interest in a particular agenda item is welcome to attend a specific meeting of the ELCG as an observer with the permission of the Chair or Co-chair. Normally, participation at ELCG meetings will be limited to two representatives from organizations. However, when there are visiting missions from DPs HQs, this number may be increased.

iv) Meetings

The ELCG will meet regularly, at least three times a year. The chair and co-chair may mutually call for meetings as required. The chair/co-chair will be responsible for organizing the meetings, setting of the agenda, preparing documentation, writing the minutes, maintaining membership lists, and any other tasks deemed necessary. After each meeting, the chair and co-chair will sign the minutes/record notes which will be shared with the members of the ELCG including ERD. It may also be posted on the website.

v) Sub-Groups and Task Teams

For specific and time bound matters, sub-groups and (technical) task teams can be established under the ELCG with endorsements by the working group. The Development Partner Consortium of the Primary Education Development Program (PEDP) will act as a sub-group under the ELCG which functions as the representative group of DPs providing support to the fourth phase of the program (PEDP4), first phase of Secondary Education Development Programme (SEDP) and next round of PEDP and SEDP for all matters related to its effective implementation.

C. Functioning of LCG

i) Work Plan

The chair and co-chair with support and suggestions of the ELCG members will prepare an annual or bi-annual work plan in which the intended goals, targets and topics of the meetings will be outlined. The work plan is considered as a living document and can be adjusted anytime in accordance with needs and requirements of the group that might arise.

ii) Reporting Lines

The ELCG will share the minutes/records of meeting to ERD for information and record.

iii) Monitoring Implementation

The ELCG will develop a monitoring tool for monitoring implementation of the decisions taken in the meeting of the working group meetings.