



**Lao People's Democratic Republic**  
**Peace Independence Democracy Unity Prosperity**

Ministry of Education and Sports

No...../MoES

Vientiane Capital, .....October 2021

**Agreement**

**On Appointment of Teacher Recruitment, Deployment, Allocation and Professional Development Committee for Early Child Care and General Education (TRDAPC)**

- Pursuant to reference to Prime Ministerial Decree on MoES Institutional Structure and mandates No.253/PM, dated 26 May 2020;
- With reference to the 9th Five-Year Plan ESSDP (2021-2025); and
- With reference to Department of Organization and Personnel's Proposal

**Minister of Education and Sports Agrees:**

Article 1: Appoint Teacher Recruitment, Deployment, Allocation and Professional Development Committee for Early Childhood Education and General Education (TRDAPC) as follows:

**1.1 Advisory Committee:**

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|--|------------|
| 1. Deputy-Minister who provides advisory support to DoOP | Chair      |
| 2. Director-General of DoOP                              | Vice-Chair |
| 3. Director-General of DoP                               | Vice-Chair |
| 4. Permanent Secretary of MoES                           | Member     |
| 5. Director-General of DoF                               | Member     |
| 6. Director-General of DoI                               | Member     |
| 7. Director-General of DTE                               | Member     |
| 8. Director-General of DoGE                              | Member     |
| 9. Director-General of DoECE                             | Member     |

**1.2 Technical Committee**

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|---------------------------------------|------------|
| 1. Deputy Director General of DoOP    | Chair      |
| 2. Deputy Director General of DoP     | Vice-Chair |
| 3. Deputy Director General of DoF     | Member     |
| 4. Deputy Director General of DTE     | Member     |
| 5. Director of Statistics Centre, DoP | Member     |
| 6. Deputy Permanent Secretary of MoES | member     |
| 7. Deputy Director General of DoI     | Member     |
| 8. Deputy Director General of DoECE   | Member     |
| 9. Deputy Director General of DoGE    | Member     |

### 1.3 Secretariat

1. Head of Organization and Personnel Development Division, DoOP	Secretary
2. Head of Personnel Management Division, DoOP	Vice-Secretary
3. Head of Planning Division, DoP	Vice-Secretary
4. Head of Inspection, Monitoring and Evaluation, DTE	Member
5. Head of Inspection, Monitoring and Evaluation, DoECE	Member
6. Head of Inspection, Monitoring and Evaluation, DGE	Member
7. Deputy-Head of Organization and Personnel Development Division, DoOP	Member
8. Deputy-Head of Personnel Management Division, DoOP	Member
9. Technical Staff of Organization and Personnel Development Division, DoOP	Member
10. Technical Staff of Personnel Management Division, DoOP	Member
11. Technical Staff of Statistics Centre, DoP	Member
12. Technical Staff of Budget Division, DoF	Member

Article 2: Roles and responsibilities of Teacher Recruitment, Deployment, Allocation and Professional Development Committee for Early Childhood Education and General Education (TRDAPC):

#### 2.1 Advisory Committee:

- 1) To provide advice and determine policy on teacher recruitment, deployment, allocation and professional development at ECE and GE levels;
- 2) To provide advice on teacher recruitment, deployment, allocation and professional development plan;
- 3) To monitor and encourage the TRDAPC to realize its duties at central and sub-national levels in line with ESSDP in each period;
- 4) To report the progress of teacher recruitment, deployment, allocation and professional development to MoES leadership and concerned stakeholders.

#### 2.2 . Technical Committee

- 1) To have a profound study of legislations related teacher recruitment, deployment, allocation and professional development;
- 2) To consider the development of short and long-term teacher demand plan;
- 3) To discuss teacher recruitment, deployment, allocation and professional development plan in line with the annual teacher demand plan;
- 4) To consider distribution of teachers quota to provinces, Vientiane Capital, districts and cities;
- 5) To encourage and monitor TRDAPC's duties at local level;
- 6) To collaborate with concerned units in teacher recruitment, deployment, allocation and professional development;
- 7) To study, summarize, assess and analyze the situation of teacher recruitment, deployment, allocation and professional development for report to MoES leadership;

#### 2.3. Secretariat:

- 1) To prepare data and related documents for the Technical Committee and Advisory Committee;

- 2) To study, analyze, summarize data and report on the teacher recruitment, deployment, allocation and professional development at ECE and GE levels;
- 3) To prepare agendas and topics for presentation at ordinary and extra-ordinary sessions;
- 4) To develop action plan and budget to support teacher recruitment, deployment, allocation and professional development;
- 5) To do other duties assigned by the Advisory Committee and Technical Committee;

Article 3: The TRDAPC convenes its ordinary meetings twice annually or extra-ordinary meetings as seen necessary.

Article 4: The budget allocated for teacher recruitment, deployment, allocation and professional development is MoES annual budget and support from DPs.

Article 5: The MoES Permanent Secretariat, Department of Organization and Personnel, Department of Planning, Department of Finance, Department of Inspection, Department of Teacher Education, Department of Early Childhood Education, Department of General Education and related organizations shall follow this Ministerial Agreement according to the individual assigned duties with effective results.

Article 6: This Agreement replaces the Ministerial Agreement No.5341/MoES, dated 10<sup>th</sup> September 2018 and shall be effective on the signature date.

Minister

Delivery:

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| 1. MoES Cabinet                          | 1 copy      |
| 2. Departments and related organizations | 1 copy each |
| 3. Individual member                     | 1 copy each |
| 4. Filing                                | 1 copy      |