



GOVERNMENT OF KHYBER PAKHTUNKHWA
ELEMENTARY & SECONDARY EDUCATION
DEPARTMENT

**“KHYBER PAKHTUNKHWA TEXTBOOK &
LEARNING MATERIALS POLICY AND PLAN OF
ACTION”**

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**KHYBER PAKHTUNKHWA TEXTBOOK & LEARNING MATERIALS
POLICY AND PLAN OF ACTION**

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Preamble

After the promulgation of the 18th Constitutional Amendment, Education, which was initially on the con-currant list, was completely devolved to the provinces. This included areas pertaining to Policy and Curriculum, which were Federal subjects prior to the 18th amendment. The National Textbooks and Learning Materials Policy 2007 was developed through a highly consultative process by the now defunct Federal Ministry of Education in consultation with key stakeholders from each province and area. The policy presented a paradigm shift in terms of textbook publishing nationwide by including private publishers in the development of textbooks with the Textbook Boards to be transformed into provincial regulating and facilitating authorities.

Khyber Pakhtunkhwa Textbook Board started the implementation of the NTLM policy in 2010 with the development of textbooks according to Curriculum 2006 through provincial publishers. In 2011 DCTE was declared the competent authority for development of curriculum and approval of textbooks. The government of Khyber Pakhtunkhwa initiated the process of aligning the NTLM policy to the provincial context in June 2016 in consultation with all provincial stakeholders including Textbook Board, DCTE, private publishers and the E&SED. The focus of the deliberations centered around the clauses of the NTLM policy and their adaptation to the provincial context, the newly approved Minimum Standards for Quality Education approved by the IPEMC in February 2016 as well lessons learnt during the implementation of the NTLM policy from 2010 – 16. The current draft is a represents the consensus of all stakeholders and will be in effect for all new textbooks to be developed in Khyber Pakhtunkhwa.

1. OBJECTIVE

Improvement in the quality of education at all levels through better quality textbooks at affordable prices and other learning materials for promoting a knowledge-based society in Khyber Pakhtunkhwa.

Choice and competition are major forces in achieving this objective. Choice on the part of the buyer promotes acquisition of knowledge, empowerment and participation. Competition on the part of the producer leads to a wider variety of products, improved quality, availability and affordable prices.

2. POLICY STATEMENTS

2.1 A well regulated system of competitive publishing of textbooks and learning materials shall be continued under the Khyber Pakhtunkhwa Textbooks and Learning Materials (KPTLM) Policy in the manner as introduced under the National Textbooks and Learning Materials (NTLM) Policy in 2007 as part of an enhanced public-private partnership in the development of education.

2.2 Khyber Pakhtunkhwa Textbook Board shall be transformed to competently perform the functions of **facilitating, monitoring and regulating** the process of textbooks development, and shall review and help support the process of approval of textbooks for use in schools in Khyber Pakhtunkhwa.

2.3 DCTE is the competent authority to approve textbooks and certify that a particular textbook is compatible with the Curriculum. As part of the review and approval process, Textbook Board shall seek a no objection certificate from the DCTE for all textbooks whether prepared by publishers or by the Textbook Board

2.4 In cases where more than one book per subject and grade receives NOC a Provincial Committee duly represented by the Education Department, Textbook Board, DCTE and education experts and any other members as may be considered necessary, shall be formed to select textbooks for use in public schools.

2.5 The Secretary E&SE Department will be the mediator in case of complaints of publishers regarding handling and decisions in the process of approval of manuscripts and in the process of selection of textbooks for use in government schools.

2.6 As a part of its regulation function a list of approved textbooks shall be published and circulated to all private schools by Textbook Board through the E&SE Department. Private schools of Khyber Pakhtunkhwa shall be free to choose from amongst the books duly approved and certified by DCTE.

2.7 As a part of its regulation function the Textbook Board shall devise a mechanism to determine the prices of approved textbooks of Publishers for sale in the market.

2.8. As a part of the facilitation function, the Textbook Board may provide technical assistance for the capacity building of the private publishing industry, upon request, to become competitive players in an expanded education publishing market.

2.9 Provincial Government shall increase investments in school libraries as supplementary reading materials, teachers' guides, teachers training and learning materials and take steps to promote the culture of reading in schools.

2.10 All supplementary reading materials will be reviewed and recommended by the DCTE for use in government schools

2.11 The Resource Centers established at the Textbook board shall be updated and operationalized as a central point for publishers and the Textbook Board for resource material and training.

2.12 A Resource Center shall be established at DCTE to facilitate the curriculum development and review process. These centers will ultimately contribute towards the enhancement of quality of curriculum, textual and other learning materials produced in Khyber Pakhtunkhwa.

2.13 All stakeholders of this Policy will take necessary steps to redress the situation of piracy. Those convicted under the copyright laws for infringement of intellectual property rights shall be disqualified/debarred and will be dealt as per copyright law.

3. PLAN OF ACTION: TEXTBOOK DEVELOPMENT

3.1 Introducing the policy

The Textbook Board and DCTE shall jointly inform all stakeholders in education publishing and the general public about the policy.

3.2 Development of textbooks upon curriculum revision:

3.2.1 DCTE and Textbook Board will jointly develop a schedule for textbook development for the province.

3.2.2 Textbook Board will prepare an advertisement and terms of agreement for textbook development by private publishers including the criteria for selection of publishers, the profile of authors and the required processes (including pilot testing) to be employed during the textbook development by the private publishers

3.2.3 Textbook Board will advertise accordingly and invite provincial/national publishers to register their interest or intent and specify for which subjects and grades they intend to develop and submit manuscripts.

3.2.4 For subjects and grades, where private publishers submit no letter of intent, the Textbook Board will re-advertise, and if still no letter of intent is forthcoming, develop textbooks and itself act as a publisher. _In case only one publisher submits letter of intent for a textbook, the textbook will be developed by the said publisher and after approval an issuance of NOC by the DCTE, the textbook will be considered for use in public and private sectors.

3.2.5 Textbook Board and DCTE will establish their respective review panels, to review the manuscripts submitted in the light of the Standards for Textbooks as stated in the Minimum Standards for Quality Education in Pakistan

3.2.6 Textbook Board may, upon request, arrange for training of authors engaged by the Private Publishers in understanding the curriculum and the Textbook Standards and how to develop quality textbooks. In such a case the publishers or interested development partner will bear the cost of the training. The textbook Board may, on need basis, arrange for training of authors engaged by the KPTB in understanding the curriculum and the Textbook Standards and how to develop quality textbooks. In such a case the KPTB will bear the cost of the training.

3.2.7 Textbook Board will make available their resource center to publishers and will arrange for training and hands-on guidance and assistance to publishers in textbook development. Textbook Board will allocate finances for this purpose in its annual budget and bear the cost of maintaining and

updating its resource center and for training, hands on guidance of publishers in textbooks development.

3.2.8 Textbook Board, in consultation with DCTE, will arrange training of textbook reviewers for understanding the curriculum, the Textbook Standards, and the review process. The cost of this training will be borne by the Textbook Board from its annual budget.

3.2.9 Publishers will submit their manuscripts to the Textbook Board for internal review

3.2.10 The concerned Subject Specialist will carry out the desk review in accordance with the pre developed checklist and either recommend the book for review or return to the publisher for further improvements.

3.2.11 After clearance by the Subject Specialist the Textbook Board review committee will review the manuscript and return it to the publisher with comments and request for modification (if any), and receive the corrected manuscript again from the publisher for final review.

3.2.12 After necessary corrections to the satisfaction of the review committee, the Textbook Board will submit such manuscripts to the DCTE for provincial review and No Objection Certificate regarding compatibility with the Curriculum and the Textbook Standards. The DCTE will review the manuscript through the provincial textbooks review committee and return the manuscript to the publisher through the Textbook Board for further revisions if any. The Textbook Board will thereafter re-submit the manuscript to the DCTE for review by the select committee and final endorsement through NOC.

3.2.13 The Publishers concerned will bear and manage all expenses pertaining to the review process for their respective textbooks.

3.2.14 In case more than one manuscript of any given subject is approved by the DCTE as per the above process, the Provincial Committee, will rank the approved textbooks, according to the criteria to be specified by the Committee and select the best textbook for prescribing in the Government Schools.

3.2.15 So if more than one textbook receives an NOC then for the Government schools the Province has a multiple-choice option. They can choose from the multiple books that are approved. However the textbook selected by the provincial committee will be the one to be used by all

government schools. There may, however, be books from different publishers in the school, e.g. the Mathematics series from publisher X and the Social Studies series from publisher Y. Overall compatibility is given through adherence to Curriculum by all publishers.

3.2.16 DCTE will plan and arrange dissemination and transfer know-how with regards to the revised curriculum and the new textbooks to all relevant institutions and programs of teacher education (pre-service) and teacher professional development (in-service).

3.3 Revision/amendments in existing textbooks

3.3.1 In case of revision of existing textbooks, based on feedback, the Textbook Board shall convey the requisite amendments to the publisher. The DCTE, per its mechanism to be devised, will convey the nature and quantum of the required changes along with cogent reasons to the TBB for onwards communication to the publishers. The publishers after making the amendments will submit the revised manuscript to the Textbook Board for approval. The Textbook Board will submit the revised manuscript to DCTE for review and approval.

3.3.2 If the publisher does not agree to make the amendments the book will be re-advertised as per details given in the SOPs.

4 DEVELOPMENT OF SCHOOL READING AND LEARNING MATERIALS (OTHER THAN TEXTBOOKS)

4.1 In case an NGO, Development Partner, Private publisher or any other interested party wants to distribute supplementary materials to all or selected government schools

4.1.1 The interested party will first submit the supplementary material to the E&SE Department with clear description and purpose of the material including a rationale for its use and the methodology for its use.

4.1.2 The E&SE Department after initial scrutiny will forward the materials to DCTE for review and recommendation for further action

4.1.3 The Curriculum and Textbooks Review Wing of the DCTE shall set up a committee of experts in the relevant field, to review the materials

4.1.4 The review committee shall either approve the materials as appropriate for use in schools or reject it based on sound reasoning

4.1.5 If only minor adjustments are required in the materials the committee will make the necessary recommendations

4.1.6 In such case the organization responsible for the materials shall make the necessary adjustments and resubmit

4.1.7 All recommendations of the review committee shall be forwarded by DCTE to the E&SE department to be further conveyed to the organization

4.2 In case the Textbook Board develops Supplementary and Support Materials (books, Brochures, Posters, Pamphlets, Teachers' Guides, Workbooks)

4.2.1 Textbook Board, will develop the concept and agree upon the materials to be developed with objective, rationale and justification

4.2.2 Textbook Board will share the concept with the DCTE and after agreement between the two organizations seek the approval of the controlling authority i.e. Chief Minister through the E&SE Department

4.2.3 After approval the Textbook Board will develop the materials by hiring relevant authors, editors, designers and illustrators

4.2.4 Textbook Board will submit the materials to DCTE for review and approval

5 PRINTING, MARKETING, SALE AND DISTRIBUTION

5.1 For the Government Schools in case of free distribution:

5.1.1 In order to print the book selected by the Provincial Committee (PC) for use in government schools the Textbook Board shall purchase, from the publisher whose textbook is selected, a print license for a certain number of copies and a certain period of time or as may be considered appropriate for free distribution in the government schools through the Education Department processes.

5.1.2 The Textbook Board may allocate the printing / procurement of the selected textbook in the manner as may be considered appropriate.

5.2 For the Private schools

- i. Private schools decide and choose from the approved and certified textbooks by the Textbook Board according to quality and price, and purchase textbooks directly from the publisher, i.e. paper, printing and binding are part of the publishers business.
- ii. The publisher may either print the approved textbooks as per the textbook board's specification or of higher specification to be more competitive in the market. In both cases price shall be determined by the Textbook Board keeping in view the specifications.
- iii. The Textbook Board will monitor the quality and quantity of textbooks to be sold by the publisher in the market. For this purpose, the Textbooks Board will develop and implement a mechanism. Prices of publishers' textbooks to be sold in the market shall be determined by the Textbook Board.

5.3 For Supplementary Reading/Learning Material Learning Material other than Textbooks

- i. For school reading and learning materials (other than textbooks) printing, pricing, marketing and sale will be under the direct responsibility of the publisher.

6 EXAMINATIONS

Since the examinations will be curriculum based, therefore the Examination Boards may recommend multiple textbooks duly approved by the Curriculum and Textbooks Wing of DCTE under this Policy.

7 FURTHER DEVELOPMENT OF EDUCATION PUBLISHING

Support activities and capacity building shall continue till adequate competitive functioning of the industry is reached.