



འབྲུག་རྒྱལ་ཁབ་ཀྱི་འཕེལ་རྒྱུ་ལྟུང་།  
ཤེས་རིག

**34<sup>th</sup> EDUCATION POLICY GUIDELINES AND INSTRUCTIONS  
2020**

Policy and Planning Division  
Ministry of Education  
Thimphu : Bhutan



## **34<sup>th</sup> Education Policy Guidelines and Instructions**

**2020**

**Policy and Planning Division  
Ministry of Education  
Royal Government of Bhutan  
Thimphu**

**Published By:**

Policy and Planning Division  
Ministry of Education  
Royal Government of Bhutan  
Thimphu

**Telephone** : +975-2-327387/419

**Fax** : +975-2-325183

**Website** : [www.education.gov.bt](http://www.education.gov.bt)

**Email** : [ppd@moe.gov.bt](mailto:ppd@moe.gov.bt)/[sherabten@moe.gov.bt](mailto:sherabten@moe.gov.bt)

**Copyright** © June 2020

Policy and Planning Division  
Ministry of Education  
Royal Government of Bhutan

All rights reserved. No part of this publication may be reproduced in any form without prior permission from the Policy and Planning Division, Ministry of Education, Thimphu, Bhutan.



དཔལ་ལྷན་འབྲུག་གཞུང་། ཤེས་རིག་ལྷན་ཁག།

Royal Government of Bhutan  
Ministry of Education



SECRETARY

*Rethinking Education*

**Foreword**

With the blessing and, continuous support and guidance from our successive Monarchs and governments, Education has been accorded the highest priority since the beginning of planned socio-economic development in the 1960s. Under their benevolent leadership, Bhutan has made commendable progress in terms of expanding access to education at all levels over the past six decades. Particularly, access to ECCD has improved with Gross Enrollment Ratio of 25.3% in 2019 within a short period. And, almost all school-going aged children are now enrolled in school with the Adjusted Net Enrolment Rate (ANER) at 96.5% as of 2019, close to achieving universal primary education. Similarly, enrolment in tertiary education has improved with the Gross Enrolment Ratio (GER) within and outside Bhutan (19-23 years old) of 24.9% in 2019.

Taking forward from numerous achievements, the Ministry continues to initiate different reforms to improve the quality and equity of education in the 12<sup>th</sup> Five Year Plan (FYP). In the past two fiscal years, we are delighted that the overall plans and aspirations of the Ministry envisaged in the 12<sup>th</sup> FYP has been progressing well. Among others, in the 2019-2020 fiscal year, the Ministry has obtained approval from the Government for a 50 percent increase in stipend for students, introduced Technical and Vocational Education Training (TVET) in schools as an optional subject, implemented revised ICT curriculum, strengthened Continuous Formative Assessment (CFA), revised provisions for the Central Schools, and initiated Education in Emergency plan as a response to Covid-19 pandemic.

Amidst these achievements, the Ministry continues to face the challenge of providing quality education to all children in an equitable manner. This is further aggravated by the Covid-19 pandemic. Since March 18, 2020, all schools and educational institutions across the country were closed in an attempt to prevent the spread of Covid-19. The pandemic has necessitated the Ministry to go beyond formal classroom settings for both teaching and learning and to provide support to learners. To ensure children in Bhutan continue to learn at home, the Ministry with support from relevant stakeholders<sup>1</sup> have introduced e-Learning programmes as an alternative mode of education to students through Bhutan Broadcasting Service and Google Classroom. The students who could not access to e-Learning platforms were provided with Self Instructional Materials (SIM) and also radio lessons to lower grades (PP-III) to support the SIM. Nonetheless, remote learning will not be able to replace face to face interactive teaching and learning in our schools. Therefore, we share concerns that prolong closures of schools will affect the quality of education in general and particularly for those children in remote and rural places, including children with disabilities.

In view of all changes and initiatives that the Ministry has taken in the past one year, I am confident that the 34<sup>th</sup> EPGI will provide a single point of reference on all education policies, guidelines and circulars that have been issued for our schools, Dzongkhags/Thromdes, ECCD and NFE Centres and other stakeholders.

Finally, on behalf of the Ministry, I would like to sincerely convey our deepest appreciation to colleagues in the field for your continued hard work, commitment and dedication to serve *Tsa-wa-sum*, and wish success in our continuous efforts to take Bhutan's education system to greater heights through provisions of quality and inclusive education to our children.

(Karma Tshering)  
Officiating Secretary

<sup>1</sup> Royal Education Council, Bhutan Council for School Examinations and Assessment, Development Partners, and Volunteer Teachers.



## **VISION**

“An educated and enlightened society of GNH, built and sustained on the unique Bhutanese values of *Tha Dam-Tsi Ley Gyu-Drey*”.

## **Mission**

- i. Develop sound educational policies that enable the creation of a knowledge-based GNH society.
- ii. Provide equitable, inclusive and quality education and lifelong learning opportunities to all children and harness their full potential to become productive citizens.
- iii. Equip all children with knowledge, skills and value to cope with the challenges of the 21<sup>st</sup> century.

## TABLE OF CONTENTS

Introduction .....	1
1. Early Childhood Care and Development.....	1
1.1 ECCD Enrolment Age .....	1
2. Special Education Needs .....	1
2.1 Data Collection on SEN Module in the Education Management Information System (EMIS) .....	1
3. School Education.....	1
3.1 Revision of Pre-Primary Student Admission Age .....	1
3.2 Introduction of Technical and Vocational Education and Training (TVET) in schools	2
3.3 Revised provisions for Central and other Schools .....	2
3.4 Revision of Stipend for Schools .....	2
3.5 Establishment of <i>Rigzhung</i> School .....	2
3.6 Revised drawings and designs for the construction of schools.....	3
3.7 Health & Physical Education .....	3
3.7.1 <i>Verification of Immunization Status</i> .....	3
3.7.2 <i>Advisory Note for the closure of the Schools and Centers due to the COVID-19 (Coronavirus) outbreak</i> .....	3
3.8 Operational Guidelines for <i>Cheychey</i> Scouting .....	3
3.9 Admission of all Class X passed Students to Class XI .....	4
4. Curriculum, Assessment and Examinations .....	4
4.1 Guidelines for Curriculum Implementation Plan for the Education in Emergency (EiE) .....	4
4.2 Implementation of revised ICT Curriculum (Coding) .....	4
4.3 Implementation of Continuous Formative Assessment (CFA).....	5
4.4 Inconsistent Date of Birth/Name in the Examination Documents .....	5
4.4 Accountancy Examination (New and Old Curriculum) and Curriculum Rationalization in Commerce .....	5
4.5 Re-appearing BHSEC Practical Examinations .....	5
5. District Education Officers’ (DEOs’) Conference 2019 .....	6

**ANNEXURES**

Annexure I: Data Collection on SEN Module in the Education Management Information System (EMIS) .....	8
Annexure II: Revision of Pre-Primary Student Admission Age .....	9
Annexure III: Introduction of Technical and Vocational Education and Training (TVET) in schools .....	11
Annexure IV: Revised provisions for Central and other Schools .....	12
Annexure V: Revision of Stipend for Schools .....	13
Annexure VI: Establishment of <i>Rigzhung</i> School .....	15
Annexure VII: Revised drawings and designs for the construction of schools .....	17
Annexure VIII: Verification of Immunization Status .....	18
Annexure IX: Advisory Note for closure of the Schools and Centers due COVID-19 (Coronavirus) outbreak .....	20
Annexure X: Operational Guidelines for <i>Cheychey</i> Scouting .....	27
Annexure XI: Admission of all Class X passed Students to Class XI .....	29
Annexure XII: Guidelines for Curriculum Implementation Plan for the Education in Emergency (EiE).....	33
XIII: Implementation of revised ICT Curriculum (Coding) .....	34
Annexure XIV: Implementation of Continuous Formative Assessment (CFA) .....	36
Annexure XV: Inconsistent Date of Birth/Name in the Examination Documents .....	41
Annexure XVI: Accountancy Examination (New and Old Curriculum) and Curriculum Rationalization in Commerce .....	42
Annexure XVII: Re-appearing BHSEC Practical Examinations .....	43
Annexure XVIII: District Education Officers' (DEOs') Conference 2019 .....	44

## **Introduction**

The Ministry of Education publishes Education Policy Guidelines and Instructions (EPGI) to provide a single point of reference on all education policies, guidelines and circulars that have been issued since the previous publication. The EPGI is to ensure that there is no gaps between policy and implementation. In this 34<sup>th</sup> edition, the Ministry presents policy guidelines and instructions from July 2019 to June 2020 related to the operation and management of schools, curriculum and assessment, and education programmes.

While EPGI is intended primarily for use by Dzongkhags, Thromdes and schools, it can also be of interest to other educational professionals, development partners and the general public.

## **1. Early Childhood Care and Development**

### **1.1 ECCD Enrolment Age**

Starting the 2020 academic year, the admission age range for ECCD was revised to 24 months to 59 months from the earlier 36 months to 72 months. This adjustment has been made with the revision of the admission age in Pre-primary from six to five in line with the government directives issued on 13<sup>th</sup> January 2020. Accordingly, the eligibility for the ECCD enrolment age is also revised in the National Education Policy 2020 (Draft).

## **2. Special Education Needs (SEN)**

### **2.1 Data Collection on SEN Module in the Education Management Information System (EMIS)**

The Ministry has been collecting data related to Special Educational Programme from Schools annually in using Excel sheets and Google forms in the past. Now, with the integration of SEN module in the EMIS, all ECCD centres and schools enrolling children with special educational needs in the country are required to submit the data online through the system beginning 2020 academic year. The purpose of this data collection is to provide a uniform and systemic educational data for informed decision making and equitable allocation of resources and support services. For details, refer to **Annexure I**.

## **3. School Education**

### **3.1 Revision of Pre-Primary Student Admission Age**

As per the Government directives, beginning academic session 2020, the admission age for Pre-Primary has been revised and lowered to 'five' from 'six' years both in public and private schools. Therefore, admission into Pre-Primary shall be eligible who completes their 5<sup>th</sup> birthday on or before 5<sup>th</sup> February. However, in the initial stage, if there are space constraints, schools must give priority to older children for admission in the Pre-Primary. For details, refer to **Annexure II**.

### **3.2 Introduction of Technical and Vocational Education and Training (TVET) in schools**

Towards creating diverse educational pathways and subject choices for students, the Ministry has introduced TVET as an optional subject through mainstream education in the country. To start with, from the 2020 academic year, TVET as an optional subject is offered from classes IX-XII in seven selected schools (Bayling CS, Rangjung CS, Chumey CS, Khuruthang MSS, Punakha CS, Bajo MSS, and Babesa MSS). Students from across the country who are interested to take up TVET as optional subjects can avail admission in these schools based on the availability of space as detailed in the **Annexure III**.

### **3.3 Revised provisions for Central and other Schools**

As per the directives of the first joint Cabinet – GNH Commission Meeting held on December 6<sup>th</sup> -7<sup>th</sup>, 2018, the Ministry has carried out a comprehensive review of Central Schools involving all relevant stakeholders that comprise of Principals, Vice-Principals, teachers and education personnel and presented the findings to the Cabinet. The review was also deliberated during the 19<sup>th</sup> National Education Conference. The objective of the review is to assess the effectiveness, equitability, and sustainability of the CS provisions.

Based on the review, the Cabinet has approved the revised provisions for the Central and other Schools under all Dzongkhags and Thromdes on June 21, 2019. Based on the approval, beginning 2020 academic sessions, all students in boarding schools are provided with a mattress, pillow, bed cover, uniform to identified disadvantaged students based on criteria and procedures established, stationaries for all students except students studying in secondary grades in urban schools. For details, refer to **Annexure IV**.

### **3.4 Revision of Stipend for Schools**

From the academic year 2020, the stipend for all feeding schools was revised as per the approval from the Government. The approved revised monthly stipend for each student with three meals is Nu. 1,500, Nu. 1,005 for two meals and Nu. 503 for one meal with effect from 1<sup>st</sup> February 2020. For details, refer to **Annexure V**.

### **3.5 Establishment of *Rigzhung* School**

As endorsed in the 2<sup>nd</sup> Curriculum and Technical Advisory Board Meeting (CTAB) held on 5<sup>th</sup> July 2018, the Ministry has identified Taktse Central School as a Premier School for language and cultural studies, particularly *Rigzhung*. The school is established to preserve and promote Bhutanese culture, tradition, heritage, history, religion and language that has inherent values of *Tha-Dam-Tshig Ley Gyu-Drey*. Accordingly, Taktse *Rigzhung* Higher Secondary School/Central School has introduced *Rigzhung* from class IX starting 2020 academic year as detailed in the **Annexure VI**.

### **3.6 Revised drawings and designs for the construction of schools**

The Ministry reviewed school designs and drawings to streamline school construction across the Country. The new designs provide clear and concise procedures and methods that can help Architects and Engineers at the Dzongkhags/Thromdes to build school infrastructure with standard quality. The standard designs are based on different geographical zones such as Tropical, Sub Tropical, Temperate and Sub Temperate with estimated costings. For details, refer to **Annexure VII**.

### **3.7 Health & Physical Education**

#### *3.7.1 Verification of Immunization Status*

In line with the resolution of the 66<sup>th</sup> National Assembly held on February 1988, the Ministry of Health reinforced the resolution for the verification of immunization status during admission to both government and private primary schools. In this regard, the Ministry notified all schools to verify the immunization status during the school admission at the primary level with effect from 2020 academic year. For details, refer to **Annexure VIII**.

#### *3.7.2 Advisory Note for the closure of the Schools and Centers due to the COVID-19 (Coronavirus) outbreak*

The World Health Organization (WHO) declared the novel coronavirus disease (COVID-19) outbreak a global pandemic on 11<sup>th</sup> March 2020, the first case in the country was detected on 5<sup>th</sup> March 2020, the schools in the country are affected disrupting teaching and learning in a classroom setting. From 6<sup>th</sup> March 2020, all schools, ECCD, NFE/CLC and Youth Centers under Paro, Thimphu Dzongkhags and Thimphu Thromdes were closed for two weeks starting March 6, 2020. On the following day, the same instructions were given to Phuentsholing Thromde, Wangduephodrang and Chhukha Dzongkhags for the closure of all schools, ECCD, NFE/CLC and Youth Centers. Subsequently based on the situation of COVID-19 pandemic regionally and globally, all schools and educational institutes across the country remain closed since March 18, 2020.

As a preventive measure, in line with the advisory note and safety measures, Dzongkhags/Thromdes and schools were notified to adhere to the Ministry of Health's advice and comply with all the COVID-19 safety measures. The notification also requested Dzongkhags and Thromdes to closely support children, students and learners in schools, ECCD, NFE/CLC and Youth Centers, while they are in the centre/school and also while they are travelling back home. For details, refer to **Annexure IX**.

### **3.8 Operational Guidelines for Cheychey Scouting**

In line with the resolution of the 5<sup>th</sup> National Scouts Conference held at Rangjung Central School, Trashigang in 2018, *Cheychey* Scouting was piloted in a few primary schools in all Dzongkhags and Thromdes. Based on the experience, the 6<sup>th</sup> National Scouts Conference

recommended developing an Operational Guidelines for *Cheychey* Guides to coordinate and implement the program uniformly. The detailed Operational Guidelines can be found in **Annexure X**.

### **3.9 Admission of all Class X passed Students to Class XI**

Beginning in 2019, all class X passed students are enrolled in class XI in public and private schools following the government's directive. This initiative is undertaken in light of several benefits to children for their developmental growth and education.

Similarly, in 2020, the Ministry has provided scholarships to 2138 students to study in private schools with the revised fee amount of Nu 40,000 for day-scholars and Nu. 70,000 for boarding students. However, the boarding provisions are prioritized only to the needy students identified by the respective Dzongkhags/Thromdes and Schools. For details, refer admission instructions for government and private higher secondary schools in the **annexure XI**.

## **4. Curriculum, Assessment and Examinations**

### **4.1 Guidelines for Curriculum Implementation Plan for the Education in Emergency (EiE)**

Due to the COVID-19 pandemic, all schools and educational institutions across the country were closed since March 18, 2020. The closure of schools for a prolonged duration is detrimental to students' continual learning and education. As an alternative mode of delivery to educate, engage, and entertain students, the Ministry in collaboration with the Royal Education Council has adapted the EiE curriculum for respective key stages on thematic approaches and delivered remotely through e-Learning platforms. The EiE curriculum is delivered through BBS television, Self-Instructional Material, Radio lessons (for class PP-III), using teacher-student interactive platforms such as social media apps and google classroom.

To make learning effective and engage students during this pandemic, Ministry reminded all schools to comply with the Guidelines for Curriculum Implementation Plan for Education in Emergency. For details, refer to **annexure XII**.

### **4.2 Implementation of revised ICT Curriculum (Coding)**

As a part of the Education Flagship Program, the roll-out of ICT education started with the training of ICT teachers for implementation of a new curriculum (coding) for all range of classes from the academic year 2020. Thus, the Ministry issued the following instructions:

- i. ICT is to be offered as a compulsory subject from classes PP-XII;
- ii. Schools without ICT infrastructure and connectivity will start implementing the ICT subject as they are readied by the Ministry;
- iii. Classes PP-VI are allotted 2 periods/80 minutes per week and classes VII-XII are allotted 3 periods/120 minutes per week.

- iv. Computer Studies, offered as an optional subject, will be discontinued from this year for class XI and in 2021 for class XII; and
- v. Teachers who attended the coding workshop in January-February 2020 at Gelephu are required to teach ICT subjects in their schools.

For detail, refer **annexure XIII**

### **4.3 Implementation of Continuous Formative Assessment (CFA)**

As per the present government's initiative and subsequent discussions in the Ministry in various forums including DEOs and TEOs, the Ministry has decided to do away with the year examination in primary classes (PP-VI) in a phased manner. As an effective alternative to year-end examination, the Ministry in collaboration with the REC has trained all teachers teaching classes PP-III on Continuous Formative Assessment. Accordingly, all schools were notified to implement CFA from classes PP-III starting the academic year 2020. For details, refer to **Annexure XIV**.

### **4.4 Inconsistent Date of Birth/Name in the Examination Documents**

As per the resolution of the meeting between the BCSEA and Department of Civil Registration and Census (DCRC), Ministry of Home and Cultural Affairs (MoHCA), BCSEA notified all the schools and concerned that the Name and Date of Birth (DOB) in class X certificates need to be registered as per the information recorded in the CID or Nationality Certificate issued by DCRC and class XII certificates shall not be considered for change in DOB by DCRC. Further, incorrect DOB recorded in BCRS system if any, will be changed as per the Standard Operating Procedures 2016. For details, refer to **Annexure XV**.

### **4.4 Accountancy Examination (New and Old Curriculum) and Curriculum Rationalization in Commerce**

BCSEA notified all the schools offering Commerce stream in the academic year 2020 that the option to appear for new curriculum examination, re-do project work and practical examination by the supplementary and private candidates will not be allowed for Council Examination 2020 due to transition from old to the new curriculum in Accountancy. The Supplementary and Private candidates will have to appear for the old curriculum examination in Accountancy. For details, refer to **Annexure XVI**.

### **4.5 Re-appearing BHSEC Practical Examinations**

The BCSEA notified all the schools offering science stream to note that from the academic year 2020, supplementary candidates will be given choices of re-appearing any science subjects unlike in the past where it was mandatory for the candidates to reappear all the three science subjects. The candidates must redo the project work as well if they decide to reappear for BHSEC Practical Examination. For details, refer to **Annexure XVII**.



## **5. District Education Officers' (DEOs') Conference 2019**

The DEOs' Conference is one of the most important biennial events of the Ministry. It provides a platform for the education fraternity and relevant stakeholders to come together to discuss issues, plans and policies of the education sector. It also serves as a forum to disseminate information on the major developments and initiatives, share ideas and feedback to strengthen the education system.

The conference was held from 30<sup>th</sup> December 2019 till 1<sup>st</sup> January 2020 at Gelephu LSS, Gelephu Thromde with the theme '*Leveraging ICT for Quality Education*'. The conference adopted 25 resolutions for implementation and follow up. The resolutions of the DEOs Conference 2019 Conference are attached as **Annexure XVIII** for reference and further guidance.

# ANNEXURES

**Annexure I: Data Collection on SEN Module in the Education Management Information System (EMIS)**



SECRETARY

དཔལ་ལྷན་འབྲུག་གཞུང་། ཤེས་རིག་ལྷན་ཁག།

Royal Government of Bhutan

Ministry of Education

*Cultivating the Grace of Mind*



Ref: MoE/DSE/ECCD&SEN/MISC-19/...608.....

Date: 17<sup>th</sup> March, 2020

To  
The Chief DEOs/Chief TEOs  
All Dzongkhags and Thromdeys

**Subject: Data Collection on SEN Module in EMIS**

Dear Sir/Madam,

The Special Education Section of the ECCD & SEN Division, Department of School Education, MoE has annually been collecting data from Schools with SEN program and a selection of general schools through excel sheet and Google forms in the past. However, with the development and integration of SEN module in the EMIS, all schools and ECCD centers in the country are mandated to feed in the data and information, accordingly. As a first step towards this initiative, all Principals and SENCos of Schools with SEN programme and Special Schools were trained on the new module in 2019.

The data is necessary for planning, implementing and monitoring effectiveness of the programmes and activities concerning inclusive education across the country. Questions are being asked on school information, individual student information about disability and also specific information related to inclusive and special education programmes and services.

Therefore, the Ministry would like to inform all Principals and SENCos (as appropriate) to complete the **SEN module in the EMIS** if the school or ECCD center has children/students with disabilities or special educational needs. MoE has also uploaded step-by-step **User Guide on the SEN Module** under “downloads” and “guidelines” tabs for quality data input. Please complete the online data submission, **latest by 31<sup>st</sup> March, 2020**.

Feel free to contact SEN Section at 02-331981 during office hours for any clarification.

We thank you for your continued support and cooperation.  
Sincerely Yours

Karma Tshering  
(Offtg. Secretary)

CC:

1. All Principals for necessary action.

**Annexure II: Revision of Pre-Primary Student Admission Age**



དཔལ་ལྷན་འབྲུག་གཞུང་། ཤེས་རིག་ལྷན་ཁག།  
**Ministry of Education**  
**Department of School Education**  
**School Planning and Coordination Division**



DSE/SPCD/ADM(1.1)/2020/1139

February 3, 2020

**MINISTRY OF EDUCATION**

**NOTIFICATION ON PP ADMISSION - 2020**

In line with the directives received from the Government vide letter no C-46/2020/403 dated 8<sup>th</sup> January 2020, the Ministry of Education is pleased to inform the general public that the admission age into Pre-Primary (PP) has now been lowered to five years beginning academic session 2020.

**As such, all children who complete their 5<sup>th</sup> Birthday on or before 5<sup>th</sup> February 2020, are eligible for admission into PP.**

Therefore, all the parents who wish to seek admission of children into PP are requested to approach the schools along with relevant documents on **4<sup>th</sup> February, 2020.**

Further, the start of the academic session for Class PP children enrolled with the new directives, will commence from **30<sup>th</sup> March**, instead of **13<sup>th</sup> February, 2020.**

For clarification, kindly contact Mr. Kinley Gyeltshen at 02-321794 or Mr. Tshering Penjor at 17607556.

**Director General**



དཔལ་ལྷན་འབྲུག་གཞུང་། ཤེས་རིག་ལྷན་ཁག།

Royal Government of Bhutan

Ministry of Education

Department of School Education



--Rethinking Education--

Ref. No. DSE/SPCD/(1.1)/2020/ 406

February 28, 2020

Dasho Dzongdag/Dasho Thrompon  
All Dzongkhags and Thromdes

**Subject: Pre-Primary (PP) Admission.**

Dear Dasho(s),

As per the Government Order no. C-3/46/2020/459 dated 19<sup>th</sup> February 2020, the Ministry of Education is directed to stagger the absorption of additional admission of children who complete their 5<sup>th</sup> birthday over few years so that it does not lead to significant distortion of our ongoing educational system as well as immediate additional requirement of teachers and infrastructure.

In this regard, the Ministry would like to inform all the Dashos to instruct the Chief DEOs/Chief TEOs and concerned Principals to consider admission of the children as per the Government order for the 2020 academic year.

However, during the admission if there are more children than the intake capacity, the schools should first admit older children and the remaining younger ones could be considered in the following years. A copy of the Government Orders are enclosed for your kind reference.

Thanking you.

Yours sincerely,

(Karma Tshering)  
Director General

Copy to:

1. Hon'ble Sherig Lynpo, Ministry of Education for kind information.
2. Dasho Secretary, Ministry of Education for kind information.
3. All Chief DEOs/Chief TEOs for kind information and necessary action.
4. Chief SPCD, DSE for information.
- ✓ 5. Offtg. Chief PSD, DSE for information.

## Annexure III: Introduction of Technical and Vocational Education and Training (TVET) in schools



དཔལ་ལྷན་འབྲུག་གཞུང་། ཤེས་རིག་ལྷན་ཁག།

Royal Government of Bhutan  
Ministry of Education  
Department of School Education



*Rethinking Education*

Ref: DSE/SPCD/ADB/STEP UP/ADM (1.1)/2019-2020/2456

Date: 26<sup>th</sup> November 2019

### Notification

In line with the resolution of the 19<sup>th</sup> National Education Conference (NEC) and as approved vide Note Sheet no. DSE/SPCD/ADB/STEP UP/ADM (1.2)/2019-2020/2455 dated 26<sup>th</sup> November 2019, the Ministry of Education is pleased to inform the respective Dzongkhags and Thromdes that the Technical and Vocational Education and Training (TVET) will be introduced in the following schools from 2020 academic session.

Sl.No	School	Courses
1	Bayling CS	Tailoring & Painting
2	Ranjung CS	Electrical, Carpentry & Computer Hardware
3	Chumey CS	Masonry & Plumbing
4	Khuruthang MSS	Electrical & Mechanical
5	Punakha CS	Electrical & Mechanical
6	Bajo HSS	Automobile
7	Babesa HSS	Automobile & Computer Software

The above seven schools will offer TVET as an optional subject from class IX to XII. Therefore, students across the country who are interested to take up TVET can avail admission from February 2020 according to their choice of courses and the intake capacity of the respective school.

This order will come into effect from the date of issue of this order.

(Karma Tshering)  
Director General

Cc:

1. His Excellency Sherig Lyonpo for His Excellency's kind information.
2. Hon'ble Secretary, Ministry of Education for kind information and necessary support.
3. Hon'ble Secretary, Ministry of Labour and Human Resources for kind information and necessary support.
4. Dasho Dzongdas of six pilot schools for kind information and necessary support.
5. Dasho Thrompoen, Thimphu Thromde for kind information and necessary support.
6. Director Generals, DSE, DYS & DAHE, MoE for kind information.
7. Director, Department of Technical Education, MoLHR for kind information and necessary support.
8. Director, Royal Education Council for kind information.
9. Director, Bhutan Council for School Examinations and Assessment for kind information.
10. Director, Directorate of Services, MoE for kind information.
11. Chief DEOs/TEO, for kind information and necessary action.
12. Chiefs, PPD, HRD, EMD for information and necessary support.
13. Principals for information and necessary action.

**Annexure IV: Revised provisions for Central and other Schools**

SECRETARY

དཔལ་ལྷན་འབྲུག་གཞུང་། ཤེས་རིག་ལྷན་ཁག།

Royal Government of Bhutan  
Ministry of Education

— Rethinking Education —



MoE/DSE/SPCD/SRP(4.6)/2020/ 405

28<sup>th</sup> February, 2020**EXECUTIVE ORDER**

In Continuation to the directives of the Royal Government of Bhutan conveyed vide Cabinet letter no. C-3/27/186 dated 21<sup>st</sup> June 2019, the Ministry of Education is pleased to inform all the Dzongkhags and Thromdes that the provisions for the Central and other Schools have been further revised as follows:

1. Provide a bedding set (mattress, pillow and bed cover) worth Nu. 4000.00 for students in all Primary and Secondary boarding schools including Central Schools once in five years.
2. Provide stationery items worth Nu. 2000.00 to all students except for the students studying in secondary schools in urban areas (4 Thromdes). The stationery items should be provided two times in a year, and
3. Provide uniforms (gho, lagay, gong for boys; kira, tego, woonju for girls and shoe, sock and slipper for both boys and girls) worth Nu. 2500.00 to identified disadvantaged students based on criteria and procedures established and the provision of uniform set approved by Ministry of Education.

This order will supersede the earlier order and will come into effect from the financial year 2019-2020.

(Karma Tshering)  
Officiating Secretary

Copy to:

1. Hon'ble Sherig Lyonpo, Ministry of Education for His Excellency's kind information.
2. Dasho Dzongda, Dzongkhag Administration for kind information and necessary support.
3. Dasho Thrompon, Thromde Administration for kind information and necessary support.
4. Director General, Department of School Education for kind information.
5. Director, Directorate of Services for kind information.
6. Chief, PPD, MoE for information.
7. Chief DEOs/TEOs, for necessary follow-up and support.
8. Chief, SPCD, DSE, MoE for information and necessary follow-up.
9. Office copy.

**Annexure V: Revision of Stipend for Schools**

དཔལ་ལྷན་འབྲུག་གཞུང་། ཉེས་རིག་ལྷན་ཁག།

Royal Government of Bhutan  
Ministry of Education  
Department of School Education



MoE-DSE/SHND/SF/39/251

6<sup>th</sup> February, 2020

The Chief DEOs

Dzongkhag Administration

BUMTHANG; CHUKHA; DAGANA; GASA; HAA; LHUENTSE; MONGAR; PARO;  
PEMAGATSHEL; PUNAKHA; SAMDRUPJONGKHAR; SAMTSE; SARPANG;  
THIMPHU; TRASHIGANG; TRASHIYANGTSE; TRONGSA; TSIRANG;  
WANGDUEPHODRANG & ZHEMGANG

**Sub: Revised Stipend**

Dear Sir/Madam,

In continuation to our earlier letter no. MoE-DSE/SHND/SF/39/124 dated Jan. 2020, the Ministry has further received the notification from the Finance Ministry vide letter no. MoF/DNB/Rules/2020/337 on revision of stipend. Henceforth, the stipend for the students for all meals will be as follows:

Sl. No.	Meal Type	Revised Stipend per child per month	For ministry	For Dzongkhag
1	1 meal	Nu. 503	Nu. 200	Nu. 303
2	2 meals	Nu. 1005	Nu. 400	Nu. 605
3	3 meals	Nu. 1500	Nu. 600	Nu. 900

In this regard, you are requested to prepare budget proposals for feeding schools in your Dzongkhag including approved new feeding schools.

Thanking you.

Yours Sincerely,

(Karma Tshering)

**DIRECTOR GENERAL**

Cc:

1. Hon'ble Secretary, Ministry of Education for kind information
2. Hon'ble Secretary, Ministry of Finance for kind information
3. All Dasho Dzongdags, 20 Dzongkhag administration for information
4. All Thrompons (Thromde A) for kind information
5. Director, DoS, MoE for kind information
6. The Chief Legal Officer, MoF, Tashichodzong for information
7. Offtg. Chief Program Officer, SHND, for necessarily follow up
8. Office file.





དཔལ་ལྷན་འབྲུག་གཞུང་། དཔལ་ལྷན་ལྷན་ཁག།

ROYAL GOVERNMENT OF BHUTAN  
MINISTRY OF FINANCE

MoF/DNB/Rules/2020/ 337

28<sup>th</sup> January 2020

NOTIFICATION

Subject: Revision of Stipend for Schools

The Ministry of Finance is pleased to notify the revision of stipend for schools as given in table below:

Sl.No.	Category	Existing Rate	Revised Rate
1	3 Meals	Nu.1,000 per month	Nu. 1,500 per month
2	2 Meals	Nu. 670 per month	Nu. 1,005 per month
3	1 Meal	Nu. 335 per month	Nu. 503 per month

This is issued as per the approval of the Lhengye Zhunghosg conveyed vide letter No. C-3/45/2020/410 dated 9<sup>th</sup> January 2020 and shall be effective from 1<sup>st</sup> February 2020.

  
(Nim Dorji)  
Secretary

Copy to:

- 1 The Secretary, Ministry of Education, Thimphu.
- 2 All Dzongdas, 20 Dzongkhag administration.
- 3 All Thrompons (Thromde A) Thimphu, Phuentsholing, Gelephu & S/Jongkhar.
- 4 The Director, Directorate of Services, MoE, Thimphu.
- 5 The Chief Legal Officer, MoF, TashichhoDzong.





དཔལ་ལྷན་འབྲུག་གཞུང་། ཤེས་རིག་ལྷན་ཁག།

Royal Government of Bhutan

Ministry of Education

Department of School Education

School Planning and Coordination Division



--Rethinking Education--

ལས་ ཤེས་གཞུང་དང་ལས་ལྷན་གྱི་སློབ་སྦྱོང་ལུ་སློབ་བཤུར་ དང་འདོད་ཡོད་མི་ སློབ་རིམ་བརྒྱུད་པ་མཐར་འཁྲུལ་མི་སློབ་སྦྱོང་ཚུ་ལས་  
རྫོང་ཁའི་ཚོས་ཚན་ནང་སྐྱགས་ཚད་ བརྒྱ་ཚ་ 60 དང་ ཡིང་ཡི་ཤི་གི་སྐྱགས་ཚད་ བརྒྱ་ཚ་ 40 ཡོད་མི་ཚུ་གིས་ བཅག་འཐུའི་དོན་  
ལུ་ སྤྱི་ཚེས་ 12/12/2012 ལས་པར་ལྷོ་དོ་གཅིག་གི་རིང་ལུ་ ལྷན་ཁག་གི་ཡོངས་འབྲེལ་ཁ་བྱང་ moe.gov.bt གི་ཐོག་ལུ་ཐོ་  
བཀོད་འབད་བརྒྱུག་ནི་ཨིན་པའི་སློབ་ལས་ གོ་བདེ་སློབ་ཐབས་མཛུགས་ཅན་གནང་ཟེར་ཞུ་ནི་ཨིན།

(ཀམ་ཚེ་རིང་)

ཡོངས་ཁབ་མདོ་ཚེན།

- 1. མི་ཇེ་ཤེས་རིག་སློབ་པོ་མཚོག་ལུ། ལྷན་འབུལ།
- 2. དགོས་ཤེས་རིག་དུང་ཚེན་མཚོག་ལུ། ལྷན་འབུལ།
- 3. ན་ལོན་དང་མཐོ་རིམ་ཤེས་ཡོན་ལས་ཁུངས་ཀྱི་ཡོངས་ཁབ་མདོ་ཚེན་མཚོག་ལུ། ལྷན་ལུ།
- 4. ན་གཞོན་དང་ཅེད་རིགས་ལས་ཁུངས་ཀྱི་ཡོངས་ཁབ་མདོ་ཚེན་མཚོག་ལུ། ལྷན་ལུ།
- 5. ཤེས་ལྷན་ ཞབས་དོག་ལས་འབྲེལ་གྱི་མདོ་ཚེན་མཚོག་ལུ། ལྷན་ལུ།
- 6. རྫོང་ཁག་དང་ཁྲོམ་སྡེའི་ཤེས་རིག་འགོ་དཔོན་གཙོ་འཛིན་དང་ གཙོ་འཛིན་འོག་མ་ཡོངས་ལུ། དང་ལེན་གནང་ཚེད།
- 7. སློབ་གྲྲི་འཆར་གཞི་དང་མཉམ་འབྲེལ་སྡེ་ཚན་གྱི་ལས་རིམ་གཙོ་འཛིན་འགོ་དཔོན་མཚོག་ལུ། ལྷན་ལུ།
- 8. ལྷག་ཅེ་སློབ་གྲྲི་བའི་དབུ་འཛིན་མཚོག་ལུ། ལྷན་ལུ་དང་ རོས་ལེན་ཚེད།

**Annexure VII: Revised drawings and designs for the construction of schools**



དཔལ་ལྷན་འབྲུག་གཞུང་། ཤེས་རིག་ལྷན་ཁག།

Royal Government of Bhutan

Ministry of Education

Directorate of Services

Thimphu : Bhutan



*Rethinking Education*

**DIRECTOR**

Ref. No.: 12 FYP (Dzongkhag)/SPBD-Edn/2019/- 147

Dated: 13/09/2019

To,

The Dasho Dzongdag/Dasho Thrompon,  
Dzongkhag/Thromde Administration

**Sub: Issue of SPBD School Construction Drawings and BoQ**

Dasho,

This is to inform Dasho that the Drawings, Designs and BoQ prepared by SPBD are now completed for 12<sup>th</sup> FYP and would like to circulate to all the Dzongkhags and Thromdes for implementation. We would like to express that the old drawings are totally reviewed with incorporation of additional facilities and have also developed new designs for 6 structures. Therefore, we request all Dzongkhags and Thromdes to kindly implement the project using these new revised drawings and new designs under 12<sup>th</sup> FYP. SPBD will be visiting all the Dzongkhags and Thromdes to provide technical support and briefing on the use of new drawings.

We look forward to work in close collaboration please.

Thanking you,

Yours Sincerely,

(Kinley Gyeltshen)

Cc

1. The Honorable Secretary, Ministry of Education, Thimphu for kind information.
2. The Chief Engineer, SPBD, DoS, Ministry of Education for kind information.
3. To All CDEOs and TEOs for kind information.



**Annexure VIII: Verification of Immunization Status**

དངལ་ལྷན་འབྲུག་གཞུང་། ཤེས་རིག་ལྷན་ཁག།  
 Royal Government of Bhutan  
 Ministry of Education  
 Department of School Education



Ref. No. MoE/DSE/SHND/MoH/2565

Date 5 Dec 2019

Dasho Dzongdag  
 Dzongkhag Administration  
 All Dzongkhags

**Subject: Verification of immunization status**

Dear Dasho,

This is to inform you that the resolution of the 66<sup>th</sup> National Assembly held on February 1988 states that the “Road to Health Card as a proof of full immunization will be essential as pre-requisite for all school admission at the primary level”.

In this regard, the Ministry of Health would like to reinforce the resolution for the verification of immunization status during the admission of children to primary schools both in government and private schools.

Implementation of this resolution would mean opportunity for the health sector in ensuring 100% vaccination coverage and preventing future vaccine preventable disease outbreaks in schools.

**Therefore we would like to request Dasho to inform all schools under your Dzongkhag to verify the immunization status during the school admission at primary level with effect from 2020 academic year as per the format enclosed herewith.**

**During the time of school admission, the school should inform their respective Dzongkhag Health Officer and he/she in turn will depute the relevant health worker to verify the immunization status. Those children who are not fully vaccinated should be vaccinated.**

Thanking you for your continued support.

Yours sincerely,

(Karma Tshering)  
**Director General**

Copy to:

1. The Hon'ble Secretary, Ministry of Education, for kind appraisal.
2. The Hon'ble Secretary, Ministry of Health, for kind appraisal.
3. The Director, Department of Public Health, for kind information and necessary action.
4. All DEOs, Dzongkhag Administration, All Dzongkhags, for information and to ensure the above mentioned is carried out in all schools under your Dzongkhag.
5. All DHOs, Dzongkhag Administration, All Dzongkhags, to kindly extend your support to ensure the above mentioned is carried out in all schools under your Dzongkhag.
6. The Medical Superintends, JDWNR Hospital, CRRH Gelephu Hospital, CRRH Mongar, Phuentshoiling Hospital and Gidakom Hospital for information and kind support.
7. The Offg. Chief Program Officer, School Health & Nutrition Division, Department of School Education, Ministry of Education, for follow up to ensure the above mentioned is carried out in all schools across the country.

Format for verification of Immunization status during School Admission at  
Primary Level from 202 Academic year

Name of Dzongkhag	
Name of School (Government/ Private)	
Date of verification	

Sl no.	Name	Fully Immunized		If no which vaccine	MCH Handbook no
		Yes	No		

Definition of fully immunized Child:

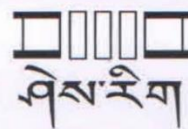
1. One dose BCG
2. Three doses of OPV
3. Two doses of Measles and Rubella (MR)
4. Three doses of Pentavalent
5. One dose of DTP or DT

## Annexure IX: Advisory Note for closure of the Schools and Centers due COVID-19 (Coronavirus) outbreak



དབལ་ལྷན་འབྲུག་གཞུང་། ཤེས་རིག་ལྷན་ཁག།

Royal Government of Bhutan  
Ministry of Education  
Department of School Education  
School Planning and Coordination Division



Ref. No. DSE/SPCD/DMU (5.8)/2020/ 3478

Dated: February 4<sup>th</sup>, 2020

Dasho Dzongdas/Thrompoens  
All Dzongkhags/Thromde Administration

### Sub: Advisory Note

Dashos,

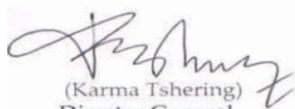
As per the advisory note received from the Ministry of Health vide letter no. PPD/PPMS-25/2019-2020, dated January 30, 2020, the Ministry of Education would like to request Dashos to kindly inform the Chief DEOs/TEOs in respective Dzongkhags/Thromdes on the safety measures to be undertaken by the students, staff and their families on high risk posed by Coronaviruses. According to WHO, coronaviruses are a large family of viruses that cause illness ranging from the common cold to more severe diseases such as Middle East Respiratory Syndrome (MERS-CoV) and Severe Acute Respiratory Syndrome (SARS-CoV). The common signs of infection include respiratory symptoms, fever, cough, shortness of breath and breathing difficulties. In more severe cases, infection can cause pneumonia, severe acute respiratory syndrome, kidney failure and even death.

In this regard, to minimise the risk posed to the staff and students, the Ministry of Education would like to request Dashos to kindly instruct the DEOs/TEOs to disseminate the following:

- Wash your hands frequently with soap and water, which kills the virus if it is on your hands;
- Maintain social distancing at least 1 metre (3 feet) distance between yourself and other people, particularly those who are coughing, sneezing and have a fever;
- Avoid touching eyes, nose and mouth;
- Avoid consumption of raw or undercooked animal products. Handle raw meat, milk or animal organs with care, to avoid cross-contamination with uncooked foods, as per good food safety practices;
- If you have any mild respiratory symptoms, you should take rest until you have recovered; and
- If you have fever, cough and difficulty breathing, seek medical support from the nearest BHUs or hospitals.

In case of any emergency in the schools, kindly contact Ms. Namgay Wangmo at [dmu@moe.gov.bt](mailto:dmu@moe.gov.bt) or 17345415 Disaster Focal Officer of the Ministry of Education.

Yours sincerely,

  
(Karma Tshering)  
Director General

### Copy to:

1. His Excellency *Sherig Lyonpo* for kind information.
2. Hon'ble Secretary for kind information.
3. Office file



དཔལ་ལྷན་འབྲུག་གཞུང་། ཤེས་རིག་ལྷན་ཁག།

Royal Government of Bhutan  
Ministry of Education



— Rethinking Education —

MINISTER

Ref No.: MoE/33/DT/2020/ 523

Dated: 12<sup>th</sup> March 2020

Dasho Dzungda/Thrompoen,  
Dzongkhag/Thromde Administration,  
All Dzongkhags/Thromdes.

**Subject: Advisory Note**

Dear Dashos,

With confirmation of the first case of COVID-19 in Bhutan, all Schools, ECCD, NFE/CLC and Youth Centres under Paro, Punakha, Thimphu Dzongkhags and Thimphu Thromde have been closed for two weeks starting from 06.03.2020. On the following day, the same instruction was given to Phuentsholing Thromde, Wangduephodrang Dzongkhag and Chhukha Dzongkhag (Chumithang MSS) for the closure of schools, ECCD, Youth and NFE centres. Therefore, in the wake of the situation, all the schools, ECCD, NFE/CLC and Youth Centres in the rest of the Dzongkhags and Thromdes are requested to stay alert and take preventative measures. This is in reference to press release from Prime Minister Office on the first confirmed case on COVID-19 and continuation to the advisory note sent to all Schools, ECCD, NFE/CLC and Youth centres vide reference number DSE/SPCD/DMU(5.8)/2020/3478 dated 4<sup>th</sup> February, 2020.

To this effect, Ministry of Education would like to request Dashos to kindly instruct Chief DEOs/TEOs to disseminate the following information to the Schools, ECCD, NFE/CLC and Youth Centres:

1. All Schools, ECCD, NFE/CLC, and Youth Centres under those identified Dzongkhags and Thromdes to remain closed as directed by the government.
2. In the closed schools, retain all boarding students in the hostel, unless parents come to take them home.
3. Closely monitor and keep track of the health and wellbeing of students in the schools. In addition, Class Teachers and Health Coordinators must provide special attention to students in lower primary classes.
4. All staff in the schools, NFE/CLC, ECCD and Youth Centres shall remain in station to provide support whenever necessary.
5. Schools must ensure to provide access to counseling services if required.
6. In case of schools without counselors, Chief DEOs/TEOs may mobilize counselors from the nearby school, if school requires psychosocial support.
7. Dzongkhags/Thromdes must identify a Dzongkhag Focal Counsellor to make reporting and referral systematic for all the Psychosocial support and interventions carried out by school counselors. (Individual Counsellors to make referrals and submit their reports using standard referral and reporting protocols of the School Guidance and Counselling Program to the

Chief, SPCD

For record

13/3/20

Post Box No. 111, Kawajangsa, Thimphu, Bhutan, Tel: PA: +975 2 325431/323825, www.education.gov.bt





དཔལ་ལྷན་འབྲུག་གཞུང་། ཤེས་རིག་ལྷན་ཁག།

Royal Government of Bhutan  
Ministry of Education



— Rethinking Education —

MINISTER

- Dzongkhag Focal Counsellor. The Dzongkhag Focal Counsellor must submit the report to the CECD for further submission to the Education Emergency Operation Centre Team).
8. A facebook page“Sherig Counseling Services” is created for students and staff to avail online counseling services (This may be applicable to schools unable to get access to the counsellors).
  9. Schools must sanitize facilities and infrastructure as a preventive measure.
  10. Schools, ECCD, NFE/CLC and Youth Centres must refer the children/learners with flu like symptoms and initiate immediate treatment/referral in consultation with Chief DEOs/TEOs and Health Officials.
  11. Any School Authority if approached by Prime Minister Office requesting for any kind of support to mitigate the emergency, kindly comply unconditionally.
  12. All staff to attend phone calls at all times.
  13. All school buses and utility vehicles to be kept on standby for emergencies.
  14. Schools/Dzongkhags/Thromdes to share all existing Contingency Plans, Directives and Advisory Notes with Information and communication Unit, MoE.
  15. Schools/ECCD/NFE/CLC/Youth Centres to follow only notification and messages issued from the Office of Hon’ble Prime Minister, Ministry of Education, Ministry of Health, Ministry of Home and Cultural Affairs, Ministry of Foreign Affairs and not from other sources.
  16. Upon the closure of the schools and ECCD Centres, students and parents to be briefed on the safety procedures. Schools and ECCD must report the number of students and children upon the closure and opening of the Schools and Centers.
  17. All school activities are to be carried out as normal, except mass gathering may be avoided.

Furthermore, the information on the following preventive measures could also be disseminated to the schools as shared by World Health Organization:

1. Wash your hands frequently: Washing your hands with soap and water or using alcohol-based hand rub kills viruses that may be on your hands.
2. Maintain social distancing: Maintain at least 1 metre (3 feet) distance between yourself and anyone who is coughing or sneezing.
3. Avoid touching eyes, nose and mouth.
4. If you have any mild respiratory symptoms, you should take rest until you have recovered.

In case of any emergency in the schools, ECCD, NFE/CLC and youth centers, kindly contact the following Officials at the Ministry of Education:

**1. Core Task Group (CTG) Desk Leaders:**

- i. Mr. Karma Tshering, Offtg. Secretary (DG, DSE) - Chair (17602622)
- ii. Ms. Kesang Choden Dorji, DG, DAHE - Operation and Logistic Desk (17614655),
- iii. Mr. Gholing Tshering, DG, DYS – Immediate Restoration of Essential Public Services Desk (17621910),



དཔལ་ལྷན་འབྲུག་གཞུང་། ཤེས་རིག་ལྷན་ཁག་།

Royal Government of Bhutan  
Ministry of Education



— Rethinking Education —

MINISTER

- iv. Mr. Kinley Gyeltshen, Director, DoS - Finance, Information, Communication and Transportation Desk (17709774).

**2. Education Emergency Operation Centre (EEOC) team:**

- i. Mr. Pem Tshering, Chief NFCED (Lead) – 17646722  
ii. Mr. Karma Wangchuk, Chief SHND - 17632271  
iii. Mr. Tsheyang Tshomo, Chief ICTD - 17989009  
iv. Ms. Reena Thapa, Chief CECD – 17515323/77765323  
v. Ms. Namgay Wangmo, Assistant Programme Officer, SPCD –17345415  
vi. Ms. Leki Choden, Assistant Information and Media Officer, ICTD-17574818

Yours Sincerely,

(J.B. Rai)

Copy to:

1. Officiating Secretary, Ministry of Education for kind information.
2. All Department Heads (Department of Adult and Higher Education, Directorate of Services, Department of Youth and Sports) for kind information and necessary action.
3. Director General, REC Paro for information.
4. Director, BCSEA, Thimphu for information.
5. Chief Dzongkhag/Thromde Education Officers for necessary actions.
6. Office copy.



SECRETARY

དཔལ་ལྷན་འབྲུག་གཞུང་། ཤེས་རིག་ལྷན་ཁག།

Royal Government of Bhutan  
Ministry of Education

— Rethinking Education —



Ref No.: DSE/SPCD/EEOC (1)/2020/ 552

Dated: 17<sup>th</sup> March 2020

Dasho Dzungdag/Thrompon,  
Dzongkhag/Thromde Administration,  
All Dzongkhags/Thromdes.

**Subject: Advisory Note on the closure of the Schools and Centres**

Dear Dashos,

In continuation to the earlier advisory note issued vide letter no. DSE/SPCD/EEOC (1)/2020/523, dated 12<sup>th</sup> March 2020, Dashos are requested to instruct the Chief DEOs/TEOs to disseminate the following information to the Schools, ECCD, NFE/CLC and Youth Centres, and closely support and monitor the developments.

- 1) Sensitize children, students, learners, and parents on the reasons for closing the schools and centres.
- 2) Schools to ensure safe return of boarding students to their homes. Schools may arrange transportation services for students whose parents/guardians are unable to pick them up.
- 3) Upon the closure, schools and centres to report the number of students, children, staff and learners to the Dzongkhags/Thromdes.
- 4) All Schools and centres to keep communication link with students and parents.
- 5) While the schools are closed, teachers instruct students to spend their time meaningfully while at home.
- 6) To compensate the loss of instructional hours, (a) literacy and numeracy based teaching for primary classes, and (b) theme based teaching for secondary classes, will be broadcasted through Bhutan Broadcasting Service Corporation and other platforms.
- 7) All students to refrain from loitering in public places and large gatherings.
- 8) All staff in the schools, NFE/CLC, ECCD and Youth Centres be available to provide support whenever necessary, and attend to all phone calls on priority.
- 9) Schools must ensure access to counseling services, if required. Additionally, students and staff are advised to avail "Sherig Counseling Services" on Facebook for counseling services.

*Handwritten signature*



SECRETARY

དཔལ་ལྷན་འབྲུག་གཞུང་། ཤེས་རིག་ལྷན་ཁག།

Royal Government of Bhutan  
Ministry of Education

— *Rethinking Education* —

ཤེས་རིག

- 10) Schools/ECCD/NFE/CLC/Youth Centres to follow the notification and messages issued from the Office of Hon'ble Prime Minister, Ministry of Education, and Ministry of Health.
- 11) Furthermore, the schools and centres are directed to remind the following preventive measures:
- a) Wash hands frequently using water and soap, or using alcohol-based hand sanitizers, especially before and after meals, and using toilets.
  - b) Maintain at least one meter (3 feet) distance between yourself and anyone who is coughing or sneezing.
  - c) Avoid touching eyes, nose and mouth.
  - d) If you begin to feel unwell, even with mild symptoms such as headache and slight runny nose, stay at home until you recover. However, if you have fever, cough, and difficulty breathing, contact the nearest health centre.

Yours Sincerely,

(Karma Tshering)  
Offtg. Secretary

**Copy to:**

1. Hon'ble *Sherig* Lyonpo for kind information.
2. Principal Secretary to His Excellency the Prime Minister for kind information.
3. Heads of Departments (DSE, DAHE, DYS, DoS) for kind information.
4. Director General, Royal Education Council, Paro for kind information.
5. Director, Bhutan Council for School Examinations and Assessment for kind information.
6. Chief SPCD, DSE, MoE for kind information.
7. Chief PPD, MoE for kind information.
8. Chief DEO/TEO, all Dzongkhags/Thromdes for immediate follow-up.
9. Office copy.





SECRETARY

དཔལ་ལྷན་འབྲུག་གཞུང་། ཤེས་རིག་ལྷན་ཁག།

Royal Government of Bhutan  
Ministry of Education

*Rethinking Education*



Ref No.: MoE/EEOC/ (1)/2020/ **551**

Dated: March 17, 2020

### NOTIFICATION

As per the directives received from the Honorable Prime Minister, all Schools, ECCDs, NFEs/CLCs and Youth Centres in the country will remain closed with effect from 18<sup>th</sup> March 2020 until further order from the Government. This is to help prevent and monitor COVID-19 in the country, as the situation globally is disconcerting.

Dzongkhags/Thromdes and schools are instructed to make necessary arrangements for the boarding students to return home safely.

Further, Schools and Centres are to refer the 'Advisory Note on the closure of the Schools and Centres'.

(Karma Tshering)

Offtg. Secretary

#### Copy to:

1. Hon'ble *Sherig* Lyonpo for kind information.
2. Principal Secretary to His Excellency the Prime Minister for kind information.
3. DASHO DZONGDAG/Thrompon, all Dzongkhags/Thromdes for necessary action.
4. Heads of Departments (DSE, DAHE, DYS, DoS) for kind information.
5. Director General, Royal Education Council, Paro for kind information.
6. Director, Bhutan Council for School Examinations and Assessment for kind information.
7. Chief SPCD, DSE, MoE for kind information.
8. Chief PPD, MoE for kind information.
9. Chief DEO/TEO, all Dzongkhags/Thromdes for necessary follow-up.
10. Office copy

## Cheychey Scouting

### Brief Background

Cheychey Scouting is the youngest section in Bhutan Scouts Association for classes PP-III children between 5-8 years of age. It is essentially instituted for providing a safe and loving milieu for children to have fun and develop their imagination. Cheychey Scouting is an opportunity for Children to explore and discover new prospects, make new friends, interact with nature and learn to share through co-operation and teamwork.

The introduction of Cheychey Scouting was resolved during the 5<sup>th</sup> National Scouts Conference held at Rangjung Central School, Trashigang in 2018 to infuse good moral values to the young students of classes PP-III. It was then piloted in few Primary Schools in all Dzongkhags and Thromdes. The affirmative feedbacks from the schools and positive responses from the parents made it viable for Bhutan Scouts Association to work towards the institution of Cheychey Scouting in all schools. Moreover, it is in lieu with article 13, Section 14 of National Education Policy (MoE, 2019) which states “*All schools shall institute Scouting Programs to support the holistic development of Children and Young People*”.

The establishment of Cheychey Scout Program for classes PP-III will shore up the wholesome development of the child and groom them from an early age. This unit will further enhance the foundation of Scouting Program.

Though the program maybe accommodative in introducing scouting values<sup>1</sup> at the early stage of schooling, yet, without a Guideline, it would be difficult to implement the program uniformly. Therefore, the 6<sup>th</sup> National Scouts Conference resolved the need to have an Operational Guideline to facilitate the Cheychey Guides to coordinate the program.

The Operational Guideline is expected to help Scout and Non-Scout Teachers of classes PP-III to undertake the program for holistic development of young children.

### Operational Guidelines:

1. All students from classes PP-III will be Cheychey Scouts.
2. The purpose of Cheychey Scout Program is to inculcate good moral values<sup>2</sup>.
3. The Teachers responsible for teaching classes PP-III will be Cheychey Guides and ensure the implementation of Cheychey Scout Programs guided by the Scout Leaders of the respective Schools.
4. The registration and collection of fees for Cheychey Scout Units will be coordinated by the School Scout Leaders.
5. The Cheychey Scouts will be awarded Scarves as an endorsement of being official members of the Scouting fraternity only after familiarizing them about Scouting and its purpose. It is recommended that Parents award the Scarves for profound significance and consciousness.

---

<sup>1</sup>As Scouts we are guided by these values: **Integrity** - We act with integrity; we are honest, trustworthy and loyal; **Respect** - We have self-respect and respect for others; **Care** - We support others and take care of the world in which we live; **Belief** - We explore our faiths, beliefs and attitudes; and **co-operation** - We make a positive difference; we co-operate with others and make friends.

<sup>2</sup>**Honesty**: talking straight, being genuine and ethical; **Courage**: taking accountability for result, being upfront about mistakes and taking considered risk; **Fairness**: treating people justly and equitably; **Respect**: treating individuals with dignity; **Caring**: listening carefully to others, working together to achieved shared goals; and **Trust**: keeping our promise

6. Unlike the Nachung & Nazhoen Scouts, the Cheychey Scouts will not stay back after School for Troop or Group Meetings for activities. However, Cheychey Scouts maybe engaged once a Week during School Hours for an Hour and Half in purposeful fun & playful activities such as playing Games, Painting, Cooking, Acting, Singing, Dancing or Storytelling.
7. Schools could also coordinate activities like Fun Day, Peace Run/ Walk, Historical or Cultural visits and Gatherings involving the Parents and Guardians.
8. The Non-Scout Cheychey Guides will be Community Based Scout (CBS) and awarded CBS Scarves during Investiture Ceremony.
9. The Cheychey Scouts will abide by the following ideals:
  - a. Cheychey Scout Promise: **“I promise to do my duty to God, Self and Others”**
  - b. Cheychey Motto: **“Sharing”**
10. Cheychey Scouts to be instituted in all the Schools as a Whole School approach.

**Note:**

1. It is recommended that the Guides create creative and innovative activities to engage the Cheychey Scouts meaningfully and to amalgamate lifelong values. However, for reference, the Guides can refer the best practices in other countries to assimilate it in Bhutanese context. But the imagination and creativity of Guides should be the foundation of the activities for Cheychey Scouts to have fun and make them responsible Citizens in the future.

Following are some of the recommended references:

1. **Scouts UK:** <https://www.scouts.org.uk/beavers/being-a-beaver/>
2. **New Zealand Scouts:** <https://www.scouts.org.uk/beavers/being-a-beaver/>
3. **Bharat Scouts and Guides:** <http://www.bsgindia.org/User/JoiningScheme.aspx>

2. The Operational Guideline is being prepared by the following Task Force Members:

**A. Advisors:**

1. Dasho Gholing Tshering, Director General, DYS, MoE
2. Mr. Karma Tenzin, Chief Program Officer, SCED, DYS, MoE

**B. Members:**

1. Ms. Pema Dema, Principal, Bjibjokha Lower Secondary School (Leader Trainer)
2. Ms. Sonam Lhamo, Teacher, Jigme Namgyel Lower Secondary School (Leader Trainer)
3. Ms. Bandana Gurung, Teacher, Sarpang Middle Secondary School (Leader Trainer)
4. Mr. Chada Jamtsho, Deputy Chief Dzongkhag Education Officer, Trashiangtse (Leader Trainer))
5. Mr. Karma Tenzin, Teacher, Pelithang Middle Secondary School (Leader Trainer)
6. Mr. Kinzang Wangchuk, Principal, Laptshakha Primary School (Asst. Leader Trainer)
7. Ms. Kezang Choden, Teacher, Phuntsholing Higher Secondary School (BULT)
8. Mr. Tashi Wangchuk, Senior Program Officer, SCED, DYS (Focal for Cheychey Scouts)

*Approved and endorsed during 6<sup>th</sup> National Scouts Conference themed “In Alignment with National Strategic Plan-2030” held at Hotel Lhaki, Phuentsholing from 1-3 March 2020.*

**Annexure XI: Admission of all Class X passed Students to Class XI**

དཔལ་ལྷན་འབྲུག་གཞུང་། ཤེས་རིག་ལྷན་ཁག།

Royal Government of Bhutan  
Ministry of Education  
Department of School Education  
School Planning and Coordination Division



Ref. No.: DSE/SPCD/ADM(1.1)/2020/174

Dated: 30<sup>th</sup> January 2020

**INSTRUCTION FOR CLASS XI ADMISSION INTO GOVERNMENT HIGHER**

**SECONDARY SCHOOLS (HSS) IN 2020**

**1.1 Admission Guidelines:**

- 1.1.1 All Bhutanese National students awarded with Pass Certificate (PCA) in December 2019 BCSE examination will be eligible for admission in all the Government HSS.
- 1.1.2 A total of 9472 seats will be available for class XI admission in the Government HSS.
- 1.1.3 Advisory Note for Student Admissions as circulated vide letter no. DSE/SPCD/Adm-12/2017/84 dated 25<sup>th</sup> January 2017 should be strictly followed.
- 1.1.4 The admission shall be done by a committee under the chairmanship of the Chief Dzongkhag Education Officers (CDEOs)/Chief Thromde Education Officers (CTEOs) and as appropriate in their respective Dzongkhags/Thromdes as per the prevailing admission policy.
- 1.1.5 In the event of Dzongkhags/Thromdes not being able to absorb all the pass students, the respective Chief TEO/DEO and as appropriate shall arrange to admit the remaining students in the nearest Dzongkhag/Thromde.
- 1.1.6 All the concerned parents and students are advised to report directly to the respective admission centers with relevant documents. Ministry of Education (MoE) shall not facilitate center change.
- 1.1.7 All the candidates are required to produce **Character Certificate, Transfer Certificate, and Citizen ID card** or any other relevant documents issued by the Ministry of Home and Cultural Affairs (MoHCA) at the time of admission in the school.

**1.2 Choice of stream and school:**

- 1.2.1 Students opting **Science Stream** should have a minimum of **40% in Mathematics, 55% in Science** and Grades C in all 3 Sciences. Merit order listing will be based on sum of **Science and Mathematics**.
- 1.2.2 Students opting **Commerce Stream** should have a minimum of **40% in Mathematics**. Merit order listing will be based on marks in **Mathematics**.
- 1.2.3 **Arts:** The Merit listing should be based on the aggregate of English and best four subjects.
- 1.2.4 **Rigzhung**
  - a. Students opting for **Taktse Rigzhung** should have a minimum of **50% in English and 60% in Dzongkha**.
  - b. Merit ranking shall be based on the ability ranking mentioned below:
    - i. Dzongkhag x 5
    - ii. English x 5
    - iii. Best subject 1x3
    - iv. Best subject 2x3
    - v. Best subject 3x3

*[Handwritten signature]*





དབལ་ལྷན་འབྲུག་གཞུང་། བེས་རིག་ལྷན་ཁག་།

Royal Government of Bhutan  
Ministry of Education  
Department of School Education  
School Planning and Coordination Division



### 1.3 Seats:

- 1.3.1 Schools shall maintain the teacher student ratio in the classroom as per the existing policy to facilitate effective teaching and learning that is attuned to the Transformative Pedagogy.
- 1.3.2 Schools shall maintain the boarding capacity as per the existing policy to avoid overcrowding, maintain safety, cleanliness, comfort and overall wellbeing of the students.
- 1.3.3 Students will have to be prepared to study as day-scholars once the boarding seats are filled.
- 1.3.4 The class size should not exceed 36 in both Government and Private HSS

### 1.4 Venue and date for the placement interview

For smooth placement of students for admission in class XI in Government HSS, the placement exercise will be done at Dzongkhag/Thromde level as mentioned below:

- 1.4.1 The admission should be based on the consolidated result sheets issued to Chief DEO/TEO and Principals by Bhutan Council for School Examination and Assessment (BCSEA).
- 1.4.2 All the students who have passed shall report to the respective Admission Centers on **13<sup>th</sup> February 2020 at 9:00am** for placement and admission in class XI.
- 1.4.3 Those pass students whose parents have been transferred should report directly to the admission center where their parents are transferred on **the admission date** with a copy of the parent's transfer order.
- 1.4.4 The chairpersons of the respective placement centers are required to submit the details of the students admitted in class XI with their names, school wise and stream wise within **17<sup>th</sup> February 2020** to the School Planning and Coordination Division (SPCD), Department of School Education (DSE), MoE, Thimphu.
- 1.4.5 Students opting to study Rigzhung in Taktse Rigzhung HSS shall apply online in the Facebook Page of Taktse Central School at [www.facebook/taktse2017](http://www.facebook/taktse2017) from 3<sup>rd</sup> to 7<sup>th</sup> February 2020 and the selected students will be confirmed by 11<sup>th</sup> February 2020.
- 1.4.6 All the students admitted in class XI in Government HSS shall report to the respective schools on 25<sup>th</sup> February 2020 for boarders and 26<sup>th</sup> February 2020 for the day-scholars.
- 1.4.7 In order to ensure a seamless admission procedure and to avoid any confusion and inconvenience during the time of admission, all the CDEOs/CTEOs and concerned Principals must properly explain the admission procedures properly.
- 1.4.8 For further clarification on the admission procedure, please contact; 17607556/17685536/330398/321794 or email at [tsheringpenjor@moe.gov.bt](mailto:tsheringpenjor@moe.gov.bt)/[chiefspcd@moe.gov.bt](mailto:chiefspcd@moe.gov.bt) or visit [www.education.gov.bt](http://www.education.gov.bt) and Facebook Page Sherig Bhutan.



  
Director General



དཔལ་ལྷན་འབྲུག་གཞུང་། ཤེས་རིག་ལྷན་ཁག།

Royal Government of Bhutan

Ministry of Education

Department of School Education

*Rethinking Education*



## INSTRUCTION FOR CLASS XI ADMISSION INTO PRIVATE HIGHER SECONDARY SCHOOLS, 2020

### 1.1. Admission Criteria

- 1.1.1. All Bhutanese National students who are awarded Pass Certificate (PCA) in December 2019 BCSE-X will be eligible for admission into class XI in government or private schools without merit ranking.
- 1.1.2. The Ministry of Education (MoE) will provide scholarship to 2700 students in private schools.
- 1.1.3. Students opting to apply to any of the private schools within the country, should first register online from 8<sup>th</sup> January till 15<sup>th</sup> January 2020 only in MoE's website [www.education.gov.bt](http://www.education.gov.bt)
- 1.1.4. After the completion of admission to private schools, the MoE in coordination with the office of DEOs, and TEOs will place the remaining class X pass students in the Government schools based on the intake capacity of the schools.
- 1.1.5. The Royal Government will award a revised full scholarship amount of Nu. 40,000/- (Forty Thousand) only to day scholar students admitted in the private schools.
- 1.1.6. Similarly, a full and revised amount of Nu. 70,000/- (Seventy Thousand) only, will be awarded to the students availing boarding services. However, this scholarship is limited to the needy students only identified by the respective schools around the country, following rigorous and formal procedure of identification and selection.
- 1.1.7. The choice of streams will be left to the interest of the student and criteria set by the respective schools.
- 1.1.8. Once admitted in a school, the students shall not be allowed to change the schools unless they do so at their own expenses.
- 1.1.9. If a student on government scholarship fails in class XI or XII, he or she will not be eligible for government scholarship to repeat.
- 1.1.10. All the students are required to produce Character Certificate, Transfer Certificate, and Citizen ID card or any other relevant documents issued by the Ministry of Home and Cultural Affairs (MoHCA) at the time of admission in the school.
- 1.1.11. All Government scholarship students including others must be taken care by the school management to ensure their safety, security and discipline.

### 2.1. Special Conditions

- 2.1.1. *In case of children opting for admission in private higher secondary schools is lesser than the scholarship allotted, the MoE shall coordinate placing the remaining students in various private schools after the completion of admission in Government schools based on a set criteria.*



Post Box No. 112, Kawajangsa, Thimphu, Bhutan, Tel: PA: +975 2 325325, [www.education.gov.bt](http://www.education.gov.bt)

*[Signature]*



དཔལ་ལྷན་འགྲུག་གཞུང་། ཤེས་རིག་ལྷན་ཁག།

Royal Government of Bhutan  
Ministry of Education  
Department of School Education



*Rethinking Education*

2.1.2. A sum of Nu. 5,000/- (Five Thousand) from Nu. 40,000/- (Forty Thousand) and Nu. 10,000/- (Ten Thousand) from Nu. 70,000/- (Seventy Thousand) must be utilized on the revision of Teachers' salary.

2.1.3. Scholarship of 2700 students may vary depending on the number of failure and dropouts.

### 3.1. Seat capacity

3.1.1 The actual admission capacity of each school will be based on the total number of scholarships agreed by the Ministry of Education and distributed equally amongst the 21 private schools.

3.1.2 Admission of additional students more than the slots allotted will not be provided Government scholarship.

3.1.3 Schools shall maintain good teacher student ratio in the classroom to facilitate effective teaching and learning.

3.1.4 Maximum class size of 36 students will have to be maintained.

### 4.1. Admission date in the school

4.1.1. Online registered students with MoE will seek admission in private schools of their choice from 20<sup>th</sup> to 29<sup>th</sup> January 2020.

4.1.2. The admission shall be based on the consolidated result sheets issued to the respective Principals by Bhutan Council for School Examination and Assessment (BCSEA).

4.1.3. All admitted students shall report to the respective schools on 9<sup>th</sup> February 2020 for boarders and 10<sup>th</sup> February 2020 for day scholars.

4.1.4. The Principals of the schools are required to submit the details of the students admitted in class XI with their names and stream of choice latest by 14<sup>th</sup> February 2020 to the Private School Division (PSD), Department of School Education (DSE), MoE, Thimphu.

4.1.5. Instruction for class XI admission into Government Higher Secondary Schools will be announced on 31<sup>st</sup> January 2020 in MoE's website.

4.1.6. In order to ensure a seamless admission, all the principals and proprietors must explain the admission procedure properly.

For further clarification on admission procedure, please contact; 17701652/326307/321794 or email at [kinley12@moe.gov.bt](mailto:kinley12@moe.gov.bt)



  
Director General



## Annexure XII: Guidelines for Curriculum Implementation Plan for the Education in Emergency (EiE)



SECRETARY

དཔལ་ལྷན་འབྲུག་གཞུང་། ཤེས་རིག་ལྷན་ཁག།

Royal Government of Bhutan  
Ministry of Education

— Rethinking Education —



DSE/SPCD/ADM (1.1)/2019-2020/ 604

27<sup>th</sup> March 2020

Dasho Dzungda /Thrompon  
Dzongkhag Administration/Thromde Administration

**Subject: Guidelines for Curriculum Implementation Plan for Education in Emergency (EiE)**

Dasho,

This is to inform all the 20 Dzongkhags and 4 Thromdes for compliance of **Guidelines for Curriculum Implementation Plan for Education in Emergency (EiE)** in their respective schools of your Dzongkhag and Thromde.

With the current situation of COVID 19 pandemic and the extended closure of the schools and institutes across the country, the need to engage students is strongly felt. In this context, it is observed that many education officers, principals and teachers are taking up series of measures to help and support students in their continuity of education. It has been reported that students and parents were burden with too many lessons and projects during emergency situation.

However, the Ministry of Education felt the need to prioritize the intent of the curriculum during emergency situation. In this view, the Royal Education Council has adapted curriculum for respective key stages (Classes PP-III, IV –VI, VII-VIII, IX-X and XI-XII) on thematic approach. For the time being, the schools are advised not to teach the regular prescribed curriculum.

Therefore, kindly direct Chief DEO/TEO of your Dzongkhag/Thromde to comply with the Guidelines for Curriculum Implementation Plan for Education in Emergency (EiE) which can be downloaded from education website [www.education.gov.bt](http://www.education.gov.bt).

Thanking you for your continued support.

Yours sincerely,

(Karma Tshering)

**Officiating Secretary**

Copy:

1. His Excellency Sherig Lyonpo for kind information
2. Director Generals, DSE, DYS & DAHE, MoE for kind information
3. Director General, REC for kind information
4. Director, BCSEA for kind information
5. Director, DoS, MoE for kind information
6. Chief DEOs/TEOs, for kind information and necessary action
7. Chiefs, PPD, HRD, EMD, SHND, ECCD & SEN, for information and necessary support
8. Principals for information and necessary action
9. Coordinator, EEOC for kind information

**XIII: Implementation of revised ICT Curriculum (Coding)**

དཔལ་ལྷན་འབྲུག་གཞུང་། ཤེས་རིག་ལྷན་ཁག།

Royal Government of Bhutan  
Ministry of Education



SECRETARY

— Rethinking Education —

Ref: DSE/SPCD/Adm-1.1/2020/ 0539

16<sup>th</sup> March 2020

**Circular**

Under the ICT Flagship Programme, the Ministry of Education in collaboration with Royal Education Council (REC) and Department of Information Technology and Telecom (DITT) has worked on enhancing coding education from classes PP-XII. Accordingly, 277 teachers from schools ready with infrastructure and Internet connectivity were trained on Scratch and Python programming.

The Ministry of Education would like to inform all schools on the following for immediate compliance:

1. ICT is to be offered as a compulsory subject from classes PP-XII.
2. Schools currently without infrastructure and connectivity will start implementing the ICT subject as they are readied by the Ministry of Education.
3. Classes PP-VI are allotted 2 periods/80 mins per week and classes VII-XII are allotted 3 periods/120 mins per week. Overview of period distribution revised by REC is attached.
4. Computer Studies, offered as an optional subject, will be discontinued from this year for class XI and in 2021 for class XII.
5. Teachers who attended the coding workshop in Jan-Feb 2020 at Gelegphu are required to teach ICT subjects in their schools.

(Karma Tshering)

**Offtg. Secretary**

**Cc:**

1. His Excellency Sherig Lyonpo, for His Excellency's kind information.
2. Hon'ble Secretary, GNHC, for kind information.
3. Dasho Dzongdag/Executive Secretary, All Dzongkhag/Thromde for necessary action and support.
4. Director General, REC for kind information and necessary support.
5. Director, BCSEA, for kind information and necessary action.
6. Director, DITT, MoIC, for kind information.
7. Director, Directorate of Services, for information and necessary support.
8. Advisor to DSE, DSE for kind information.
9. Chief Planning Officer, PPD, for kind information.
10. Chief, HRD/ICTD, DoS, MoE for information and necessary support.
11. Chief, EMD/ECCD-SEN/TPSD/SPCD, DSE for kind information.
12. Chief DEOs/TEOs, All Dzongkhags & Thromdes, for necessary action and support.
13. Principals, all schools for necessary action and compliance.

Overview of period distribution revised by REC

Royal Education Council  
Subject wise Period and Time Allocation 2020

Sl No	Subjects/Class	PP	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	Remarks	
1	Dzongkha	Time (minutes per week)	240	240	280	280	280	280	280	240	240	200	240	240	*1 period from English and Dzongkha of classes PP to III is allotted to ICT.	
		Period per week (40 mins)	6	6	7	7	7	7	7	6	6	5	5	6		6
		Time Per Year (Hrs)	120	120	140	140	140	140	140	120	120	100	100	120		120
2	English	Time (minutes per week)	240	240	280	280	280	280	280	240	240	200	200	240	240	
		Period per week (40 mins)	6	6	7	7	7	7	7	6	6	5	5	6	6	
		Time Per Year (Hrs)	120	120	140	140	140	140	140	120	120	100	100	120	120	
3	Maths	Time (minutes per week)	240	240	280	280	280	280	280	240	240	200	200	240	240	
		Period per week (40 mins)	6	6	7	7	7	7	7	6	6	5	5	6	6	
		Time Per Year (Hrs)	120	120	140	140	140	140	140	120	120	100	100	120	120	
4	Science	Time (minutes per week)					240	240	240	280	280					
		Period per week (40 mins)					6	6	6	7	7					
		Time Per Year (Hrs)					120	120	120	140	140					
5	Social Studies	Time (minutes per week)					160	160	160							
		Period per week (40 mins)					4	4	4							
		Time Per Year (Hrs)					80	80	80							
6	History	Time (minutes per week)								160	160	120	120	240	240	
		Period per week (40 mins)								4	4	3	3	6	6	
		Time Per Year (Hrs)								80	80	60	60	120	120	
7	Geography	Time (minutes per week)								160	160	120	120	240	240	
		Period per week (40 mins)								4	4	3	3	6	6	
		Time Per Year (Hrs)								80	80	60	60	120	120	
8	Biology	Time (minutes per week)									120	120	240	240	* 3 periods in classes 11 and 12 is for practical (Biology, Chemistry, Physics, Geography, Arts, Accountancy, Commerce)	
		Period per week (40 mins)									3	3	6	6		
		Time Per Year (Hrs)									60	60	120	120		
9	Physics	Time (minutes per week)									120	120	240	240		
		Period per week (40 mins)									3	3	6	6		
		Time Per Year (Hrs)									60	60	120	120		
10	Chemistry	Time (minutes per week)									120	120	240	240		
		Period per week (40 mins)									3	3	6	6		
		Time Per Year (Hrs)									60	60	120	120		
11	ICT	Time (minutes per week)	80	80	80	80	80	80	80	120	120	120	120	120	*ICT period has changed as per the new curriculum.	
		Period per week (40 mins)	2	2	2	2	2	2	2	3	3	3	3	3		
		Time Per Year (Hrs)	40	40	40	40	40	40	40	60	60	60	60	60		
12	Economics/AgFS/TVET/ES/Buddhist Studies/Arts Education	Time (minutes per week)									120	120	240	240		
		Period per week (40 mins)									3	3	6	6		
		Time Per Year (Hrs)									60	60	120	120		
13	Accountancy/Commerce/HPE/ Rigzhung/Business Maths/ Computer Studies/Media Studies	Time (minutes per week)											240	240		
		Period per week (40 mins)											6	6		
		Time Per Year (Hrs)											120	120		
14	HPE	Time (minutes per week)	40	40	40	40	40	40	40	40	40	40	40	40		
		Period per week (40 mins)	1	1	1	1	1	1	1	1	1	1	1	1		
		Time Per Year (Hrs)	20	20	20	20	20	20	20	20	20	20	20	20		
15	Values Education	Time (minutes per week)	40	40	40	40	40	40	40	40	40	40	40	40	*1 period from classes XI and XII is allotted to ICT.	
		Period per week (40 mins)	1	1	1	1	1	1	1	1	1	1	1	1		
		Time Per Year (Hrs)	20	20	20	20	20	20	20	20	20	20	20	20		
16	Arts Education	Time (minutes per week)	40	40	40	40	40	40	40	40	40	40	40	40		
		Period per week (40 mins)	1	1	1	1	1	1	1	1	1	1	1	1		
		Time Per Year (Hrs)	20	20	20	20	20	20	20	20	20	20	20	20		
17	Library	Time (minutes per week)	40	40	40	40	40	40	40	40					* Library time for classes 7-12 must be managed from English and Dzongkha periods.	
		Period per week (40 mins)	1	1	1	1	1	1	1	1						
		Time Per Year (Hrs)	20	20	20	20	20	20	20	20						
18	TVET Programme	Time (minutes per week)													*TVET period is allotted to ICT.	
		Period per week (40 mins)														
		Time Per Year (Hrs)														
19	CGC & Life Skills	Time (minutes per week)								40	40	40	40	40		
		Period per week (40 mins)								1	1	1	1	1		
		Time Per Year (Hrs)								20	20	20	20	20		
Total Number of Periods (40 minutes) per week			24	24	27	27	37	37	37	40	40	40	40	40		
Total Time (in hours) per week			16	16	18	18	24.7	24.7	24.7	26.7	26.7	26.7	26.7	26.7		
Total Time (in minutes) per week			960	960	1080	1080	1480	1480	1480	1600	1600	1600	1600	1600		

Kinga Dakpa  
(Director General)



**Annexure XIV: Implementation of Continuous Formative Assessment (CFA)**



དངལ་ལྷན་འབྲུག་གཞུང་། ཤེས་རིག་ལྷན་ཁག།  
**Ministry of Education**  
**Department of School Education**  
**School Planning and Coordination Division**



DSE/SPCD/ADM(1.1)/2020/༡༠༩

February 3, 2020

Dasho Dzongdas/Dasho Thrompoens  
All Dzongkhags and Thromdes

**Subject: Implementation of Continuous Formative Assessment (CFA) in class PP-III in 2020 Academic Year**

Dear Dasho,

As per the 19th National Education Conference, the Ministry of Education resolved to do away with examinations for Classes PP to III from 2020 academic session.

As an alternative to examinations, a new package of Continuous Formative Assessment (CFA) has apparently been developed by the Royal Education Council (REC). The package also includes three main domains, namely the development of cognitive skills, attitude and behavior of the students.

In this matter, you are kindly requested to instruct the Chief DEO/Chief TEO and direct all the schools in your dzongkhag/thromde to start implementing CFA in Class PP to Class III from 2020 Academic Session.

The Chief DEOs/Chief TEOs are requested to identify the appropriate requirements and provide support in their jurisdictions to allow smooth implementation of the CFA.

*Attached along with this letter is the REC INSTRUCTIONS to follow while implementing CFA in the schools.*

Thanking you.

Sincerely yours,

(Karma Tshering)  
**Director General**

CC:

1. Honorable Dasho Secretary, MoE, for kind information.
2. Director General, REC, for kind information.
3. Director, BCSEA, for kind information.
4. Chief DEO/TEO, for necessary actions and support.
5. Principals, for immediate action.



རྒྱལ་འཛིན་ཤེས་རིག་ཚོགས་སྒྲིལ།  
ROYAL EDUCATION COUNCIL



Ref. No: REC/CDC/Admn-Misc(03)/2019-2020/ 63

17<sup>th</sup> January 2020

To  
The Director General,  
Department of School Education,  
Ministry of Education,  
Thimphu

**Subject: Implementation of Continuous Formative Assessment (CFA) at PP-III in 2020 Academic Year**

Dear Dasho,

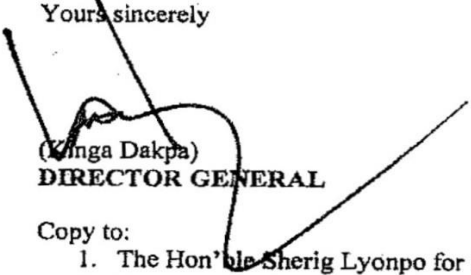
This is to bring to your kind notice that the Royal Education Council, as agreed at various forums, has integrated the Continuous Formative Assessment (CFA) in the primary school subjects, developed the guidebook, and the Training Package for orientation of teachers on it. It is also our pleasure to inform you that the Training of Master Trainers at Gelephu HSS is going on well, and the Training of Trainers (TOT) for the Dzongkha, English and Mathematics teachers for PP-III is also on schedule. We are putting in concerted efforts to ensure that CFA in these classes is implemented from the 2020 academic session as planned.

In this regard, and in order to build a favourable context and enabling conditions to facilitate the effective implementation of CFA in schools, and as already agreed we would like to remind Dasho to kindly issue a circular for its implementation as per the guidelines and draft copy of the instructions to schools and Dzongkhag/ Thromdes attached herewith. Although the essence of the circular is incorporated as "Instruction for Schools" in the CFA Guidebook, we envisage that a circular from the Ministry of Education would enable schools to respond much more favourably in terms of effectively implementing the change.

As such, REC wishes to sincerely thank Dasho for the ever ready cooperation and the continuous support in implementing the much required changes in the school curricula.

Thanking you,

Yours sincerely

  
(Kinga Dakpa)  
DIRECTOR GENERAL

Copy to:

1. The Hon'ble Sherig Lyonpo for kind information.
2. The Hon'ble Sherig Drungchen for kind information.
3. Dean, CDC, REC for necessary actions.
4. O/c

*Chief, SPCD*  
*Please draft circular in with the info*



### **Implementation of Continuous Formative Assessment (CFA) in Primary Education in the Academic Year 2020**

As per the directives of the Government and the resolution of the 19<sup>th</sup> National Education Conference, the examinations in primary classes (PP-V) have been decided to be phased out. The NCE also resolved that the Royal Education Council (REC) should develop an alternative assessment system. As a result, REC in consultation with the Ministry of Education decided to develop and implement the Continuous Formative Assessment (CFA), at the initial phase, at the Key Stage 1 (Classes PP-III) with effect from 2020 academic session, and at Key Stage 2 (Classes IV-V) in the later academic years. The CFA would replace the examination system to facilitate students learn and develop competencies in the learning subject areas through rigorous continuous and formative assessment, and feedback system.

The effective implementation of CFA calls for an unflinching support and collaboration from Dzongkhags and schools and other relevant stakeholders. Towards ensuring that the CFA achieves the desired outcomes, it is crucial to establish enabling conditions for seamless implementation of the change. As such, the schools and Dzongkhag/ Thromde education sectors are required to make the following arrangements and preparations.

#### **Curriculum and assessment adjustments**

1. Do away with the existing written examinations, unit tests, monthly test and class test practices with immediate effect at Key Stage 1 (PP-III). However, tests as in the form of continuous assessment techniques within the CFA is recommended in the respective subjects as may be required by the curriculum.
2. By doing away with the written examinations viz, mid-term and annual, schools gain additional 20 instructional days. Hence, it is recommended that the schools use these additional days for classroom teaching-learning purposes.
3. Besides the assessment tools and techniques that are integrated in the respective subjects, teachers are encouraged to design and use diverse assessment techniques and tools as per the curriculum learning standards and objectives.
4. In order to keep track of student learning, a personal file or portfolio for each student for each subject is required to be maintained. The file should contain all the records of student learning which includes, work samples, assessment records for all subjects, interventions provided, remedial, and personal traits records.
5. Every subject teacher is required to keep records of all the students and enter the information/data in the personal file accordingly throughout the academic session. Use of ICT is highly encouraged to make the work easier and information reliable.
6. The personal files should be made available to parents, relevant stakeholders upon request. The records contained in the file should be used to report on the status of the student learning and progress in their personal traits.

7. When a student is transferred to another school, upon completion or voluntary change of school during an academic session, the school should send the personal file officially to the school where the student is being transferred to, or hand over the document to parents, officially sealed, during the issuance of transfer transcripts.
8. A descriptive summary of student learning and competencies in cognitive, affective and psychomotor domains should be reflected in the progress report card.
9. Student performance is no more equated with marks. Based on the quantity and quality of their performance, students are graded as *Beginning, Approaching, Meeting, or Exceeding*. Children are expected to move to the next higher grade progressively in this system of assessment. If children fail to progress, teachers are required to provide remedial classes until they achieve the required competencies.
10. New version of the Progress Report shall be used to report the performance or achievement of students.
11. Schools should enhance the development of personal, social, cultural, national values, etc. through the use of diverse rigorous assessment techniques and tools. Therefore, the domain of values should be accorded greater emphasis than the other domains as is the present trend.

### **Arrangement of enabling conditions for effective implementation of CFA**

1. The integration of CFA in all the primary curricula requires assessing and keeping track of student learning continuously throughout the academic session. Every subject teacher needs to assess and keep track of individual student's learning and achievement. Therefore, considering the importance of building strong educational foundation and for effective implementation of CFA to enable every student to meet the curriculum learning standards, objectives and competencies, it is recommended that one teacher teaches one subject.
2. In order to ensure the effective implementation of CFA integrated curriculum, schools and teachers require continuous support and monitoring. It is recommended that relevant stakeholders provide the required support to teachers and schools.
3. Schools are required to institute an assessment committee to:
  - a. review the CFA practices quarterly,
  - b. perform assessment auditing annually,
  - c. facilitate teachers in the implementation of CFA,
  - d. review consolidated results and records of students learning, and
  - e. make recommendations for continuous improvement of the CFA practices.
4. Provisions must be made to avail professional development avenues and opportunities for teachers on assessment.

5. Within the available space, effort must be made to minimize the class size (number of students in each class) to facilitate the effective implementation of CFA.

Dzongkhag and Thromdhe Education sectors are required to instruct schools under their jurisdictions to implement the CFA in P-III from 2020 academic session, and provide necessary support and create enabling conditions to facilitate schools for its effectiveness.

**Annexure XV: Inconsistent Date of Birth/Name in the Examination Documents**

འབྲུག་གི་སློབ་གྲི་ཚོས་རྒྱགས་དང་བརྟག་ཞིབ་ཚོགས་སྡེ།  
**Bhutan Council for School Examinations and Assessment**  
 Royal Government of Bhutan



Ref.No.BCSEA/BHSEC(1)-SED/2019/.....3049

5<sup>th</sup> September 2019

**NOTIFICATION**

This is to notify all the concerned that the meeting between the Department of Civil Registration and Census (DCRC), Ministry of Home and Cultural Affairs (MoHCA) and Bhutan Council for School Examinations and Assessment (BCSEA) was held on 20<sup>th</sup> August 2019 in Wangchuk Resort, Taba, Thimphu on the issues pertaining to inconsistent Date of Birth / Name in the examination documents.

The following is the resolution of the meeting:

1. Name and DoB in class X certificates needs to be registered as per information recorded in the CID Card or Nationality Certificate issued by DCRC, MoHCA.
2. Incorrect DOB recorded in BCRS system if any, will be changed as per the standard Operating Procedures 2016 upon production of the original Class X certificate/documents issued by BCSEA. The subsequent class X and XII certificates if at all the BCSEA office is required to issue may do so but without making any changes, particularly, the DOB and Name.
3. The class XII certificates shall not be considered for change in DOB by DCRC as it needs to be corrected based on class X certificate by the BCSEA.
4. The DOB correction shall not be facilitate for those births registered on or after the implementation of the online Birth Registration (2011).
5. The certificate issuing officials in BCSEA and relevant officials of DCRC shall collaborate when such requests are received for verification and authentication.

( **Jamyang Choeden** )  
**Director**

Post Box: 156  
 Phone: +975 2 322724/332546/326559  
 Fax: +975-2 325086

Email: bcsea@bcsea.bt  
 Website: www.bcsea.bt  
 Location: Babesa Thimphu

## Annexure XVI: Accountancy Examination (New and Old Curriculum) and Curriculum Rationalization in Commerce



ཨ་ཁ་ལྷན་ཁོངས་སློབ་གྲིའི་ཚོས་རྒྱུགས་དང་བརྟག་ཞིབ་ཚོགས་ལྷན།  
Bhutan Council for School Examinations and Assessment  
Royal Government of Bhutan



Ref. BCSEA (SED/Misl-24)/BHSEC/2020/3410

March 9, 2020

### NOTIFICATION ON ACCOUNTANCY EXAMINATION (NEW AND OLD CURRICULUM) AND CURRICULUM RATIONALIZATION IN COMMERCE

#### FOR BHSEC ACCOUNTANCY

This to notify all the schools offering Commerce stream that this academic year 2020 where there is a transition from old to new curriculum in **Accountancy**, the option to appear for new curriculum examination, re-do project work and practical examination by the supplementary and private candidates **WILL NOT** be allowed for Council Examination 2020 **only**.

The Supplementary and Private candidates will have to appear for the old curriculum examination in Accountancy. For these candidates, their previous marks for project work and practical examination will be imported from the BCSEA Examination System to process the results.

Regular candidates must appear for new curriculum examination (both theory and practical examination).

In the following years, when old curriculum will not be there, the option to re-do the practical examination will be kept open again for supplementary and private candidates.

#### FOR BHSEC COMMERCE

For rationalized topics, the precise definitions and meanings may not be detailed but context related to them (rationalized content) should not be **neglected**.

For clarification, kindly contact Ms. Sapna Subba at 77845628 during the office hours or email at [sapnasubba@bcsea.bt](mailto:sapnasubba@bcsea.bt).

Controller of Examinations



## **Annexure XVIII: District Education Officers' (DEOs') Conference 2019**

### **RESOLUTIONS OF DEOs' CONFERENCE 2019**

**Gelephu LSS**

**December 30, 2019-January 1, 2020**

**[ADOPTED]**

#### **CONFERENCE THEME: LEVERAGING ICT FOR QUALITY EDUCATION**

##### **Education Flagship Programme (Digitization of Schools)**

1. Dzongkhags/Thromdes to ensure that Education Flagship Programme (Digitization of Schools) with the earmarked budget of Nu. 1066 million is implemented in all schools from the academic year 2021. (**Action:** Dzongkhags/Thromdes, ICTD & SPCD)

##### **Continuous Formative Assessment**

2. Continuous Formative Assessment training package endorsed for training of teachers in January 2020 to roll out its implementation in classes PP-III from academic year 2020. (**Action:** REC, TPSD, HRD, Dzongkhags/Thromdes & Schools)
3. Digitization of recording and reporting of students' performance to be instituted in all schools while implementing continuous formative assessment to increase efficiency. (**Action:** REC, SPCD, ICTD, Dzongkhags/Thromdes & Schools)

##### **Protocol for Student Safety and Wellbeing**

4. Dzongkhags/Thromdes to ensure that Protocol for Student Safety and Wellbeing is rigorously implemented upon approval by the government in all schools and communities. (**Action:** CECD, DSE, Dzongkhags/Thromdes & Schools)

##### **National Service (Gyalsung) Programme**

5. Upon receiving directives from the government, the Ministry of Education to provide immediate support in advocating and building positive attitude among children, parents and community on National Service as a means to empower all Bhutanese youth to participate in the process of nation-building to collectively enhance security, peace, unity, harmony and sovereignty of our nation. Students should be made to understand that National Service training would enrich their learning experiences in diverse areas. (**Action:** Dzongkhags/Thromdes, Schools & MoE)

##### **Implementation of Bhutan Professional Standards for Teachers**

6. Pilot implementation of Bhutan Professional Standards for Teachers (BPST) to begin in February 2020 with professional assessment system. Dzongkhags/Thromdes to provide full support in ensuring successful implementation of BPST. (**Action:** TPSD, Dzongkhags/Thromdes & Schools)

7. Teachers to be well informed that BPST is a means to gauge their performance and enable them to further work towards improving their performance. (**Action:** Dzongkhags/Thromdes & TPSD)
8. PD programmes for teachers at National/Dzongkhag/Thromde/School levels to be provided based on BPST. (**Action:** TPSD, Dzongkhags/Thromdes & Schools)
9. Propose formula-based budgeting to the Ministry of Finance for implementation of PD programmes by TPSD, DSE in consultation with Dzongkhags/Thromdes. (**Action:** TPSD, PPD & Dzongkhags/Thromdes)

**Expansion of ECCD Programme and access and quality of SEN Programme in Dzongkhags/Thromdes**

10. Ministry of Education to provide support to Dzongkhags/Thromdes in issuing standard designs to build cost-effective ECCD and SEN School structures until 2020-2021 fiscal year. After 2020-2021 fiscal year, Dzongkhags/Thromdes to come up with their own designs and seek technical sanction from the Ministry of Education to ensure minimum standards. (**Action:** SPBD, Dzongkhags/Thromdes and ECCD & SEN)
11. Renewal of license for private ECCD Centres to be approved by respective Dzongkhags/Thromdes upon fulfilment of set standards/protocols. (**Action:** Dzongkhags/Thromdes and ECCD & SEN)
12. The possibility of delegating the authority of recruiting ECCD Facilitators to Dzongkhags/Thromdes to be explored with RCSC. (**Action:** ECCD & SEN and HRD)
13. Ministry of Education in consultation with RCSC to rationalize the range of ECCD facilitators to the children enrolled in the centre. (**Action:** HRD and ECCD & SEN)

**School Categorization**

14. A proper study to be carried out by Dzongkhags/Thromdes, and submit to the Ministry of Education for further review and endorsement of school categorization. (**Action:** Dzongkhags/Thromdes & PPD)

**National Education Assessment Framework**

15. National Education Assessment Framework is endorsed for implementation as proposed. (**Action:** BCSEA & DSE)
16. Ministry of Education, REC and BCSEA to convene a meeting to deliberate on the recommendations of Bhutan PISA-D National Report within February 2020. (**Action:** MoE, BCSEA & REC)



### **Curriculum Development and Curriculum Orientation Plan**

17. Dzongkhags/Thromdes to provide full support in implementing Curriculum Orientation Workshops to teachers. (**Action:** Dzongkhags/Thromdes & REC)
18. REC to inform TPSD and Dzongkhags/Thromdes on the need to keep appropriate budget provisions during the planning phase itself for rolling out curriculum orientation programme for teachers. (**Action:** REC)
19. Dzongkhags/Thromdes to continue providing timely feedback on curriculum and support implementation of curriculum reforms. (**Action:** Dzongkhags/Thromdes & REC)
20. Collaboration and coordination among MoE, REC and BCSEA to be strengthened to achieve common national goals of education. (**Action:** MoE, REC & BCSEA)

### **School Reform Initiatives**

21. Dzongkhags/Thromdes to continue working on segregation of identified Central Schools with two campuses gradually, depending on the situation. (**Action:** Dzongkhags/Thromdes & SPCD)
22. Dzongkhags/Thromdes to carry out due diligence with respect to expansion, upgradation and segregation of schools before submitting to the Ministry of Education. (**Action:** Dzongkhags/Thromdes, SPCD & HRD)
23. Dzongkhags/Thromdes to submit the details of bed size to the Ministry of Education latest by January 15, 2020 for facilitating procurement of boarding facilities (Single Bed Mattresses, Pillow & Single Bed Cover) centrally. (**Action:** Dzongkhags, SPCD & AFD, DoS)
24. Dzongkhags/Thromdes and schools to deal with needy students in a sensitive manner while distributing uniform sets to avoid unintended implications. (**Action:** Dzongkhags/Thromdes & Schools)

### **Entry Age into Pre-Primary**

25. Ministry of Education to prepare a detailed report on the implications of lowering entry age into Pre-primary from six to five years, for submission to the government. (**Action:** DSE & Dzongkhags/Thromdes)



Printed by Bhutan Printing Solutions ([www.prints.bt](http://www.prints.bt))