

Functions

- To assist the Government in policy development.
- To Implement the Government policies
- To propose modification/re-formulation of rules.
- To monitor & evaluate the Elementary Education.
- To assist the Government in selection of managerial Staff i.e. EDOs, DEOs and Dy. DEOs through Search Committees.

- To supervise Elementary Education through field officers.
- To coordinate in training of teaching and non-teaching Staff.
- To bridge the gaps between the teachers and the Govt
- To follow up of court cases/inquiries.
- To reply the Assembly Questions.
- To check the Efficiency of AEOs, Dy. DEOs. DEOs
- To coordinate and conduct PAC,SDAC's & DACs meetings.
- To coordinate the Foreign Aided Projects regarding Elementary Education.
- To coordinate with PMIU, PEC, PEEF and other institutions.
- To help the implementation of International commitment i.e. EFA , MDGs, CRC.
- To implement 25-A i.e. enrolment, retention and quality Education at Elementary level.
- To issue Inter District Transfer orders upto BS-15.
- To sanction the study leave up to BS-15 .
- To assist the Govt. for recruitment, rationalization, and complaints redressal.
- Focal Person for UPE / USE
- Technical Inspection of lower offices.
- To collaborate with international donor agencies i.e. UNICEF, UNESCO, WFP, UNGAI, PRESTEP, etc.,
- To implement ECE policy.
- To implement the CM Reform Roadmap.
- To implement English medium school policy
- Implementation of Dastoor-ul-Amal and Edu. Calendar
- To help & guide School councils
- Academic Monitoring and supervision
- Modern pedagogy and modern teaching trends
- Use of A. V .AIDS in school
- Introduction of SOLO Taxonomy
- Global Initiative on Education
- Information and Communication technologies
- Learning for Life and Work
- Literacy and Life-skills Development
- Learning to live together and peace