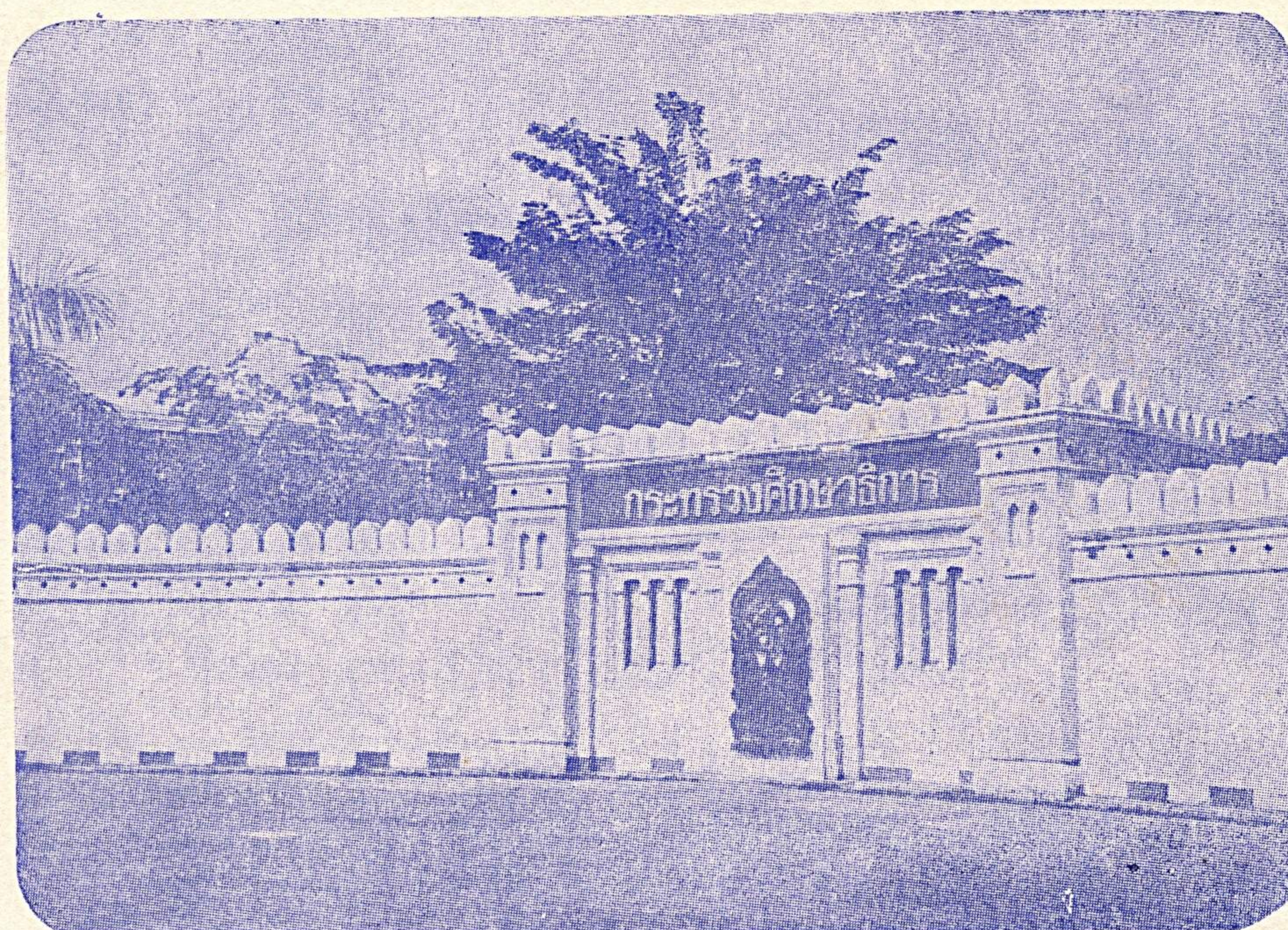




## INTRODUCING THE MINISTRY OF EDUCATION



EXTERNAL RELATIONS DIVISION  
MINISTRY OF EDUCATION, BANGKOK

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Introducing  
Ministry of Education

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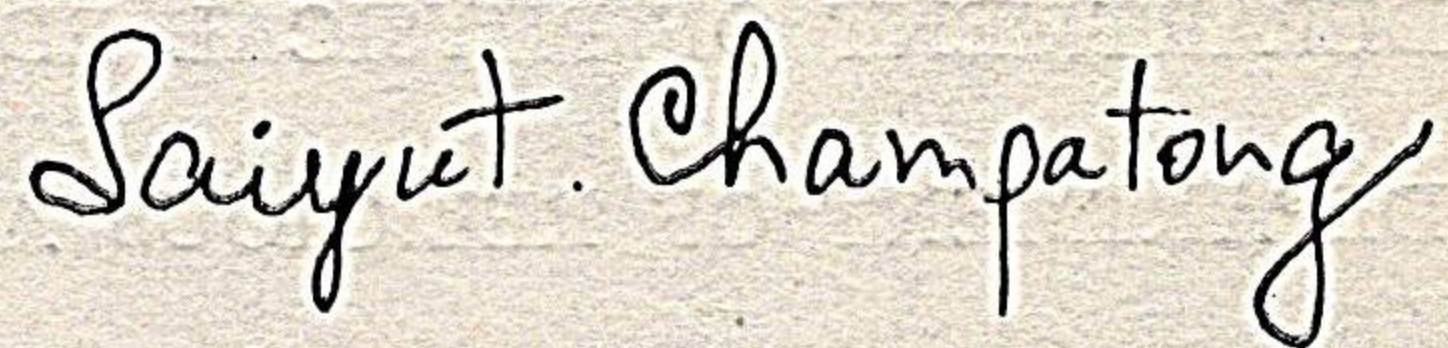
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## FOREWORD

“Introducing Ministry of Education” is the first of the “Introducing” series initiated by Division of External Relations, which serves also at the same time as the Secretariat for Thailand National Commission for UNESCO as well as the Secretariat for Thailand National Commission for SEAMEO. The booklet is meant for those who wish to make some acquaintance with various aspects of the Ministry of Education both in the area of educational administration and overall innovation. The present booklet gives the general outline, department by department, division by division, including newly created offices. It will serve as a quick practical reference for further consultation. It is hoped that it will facilitate the work of agencies both within the country and abroad.



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## INTRODUCTION

This booklet is meant to be a quick practical guide for those who wish to find their way in the Ministry of education. It gives a brief account of the functions of each department and each division, including the newly created ones : Department of Non-Formal Education. Office for National Committee on Culture, Centre for Educational Administrators. As information on history of education and Ministry of Education has been exhaustively treated elsewhere, the booklet will describe mainly the administrative structure of the Ministry of Education, department by department. For quick reference, charts showing the organization are annexed at the end.

A few words, however, are necessary on the general structure of administration of education. Responsibility for educational administration in Thailand is divided among four government ministries : Office of the Prime Minister, Ministry of Interior, Ministry of Education, and Office of University Affairs. In general, it can be said that the Office of the Prime Minister is responsible for overall financial and staffing aspects of the entire educational system; the Ministry of Interior is responsible for primary education, especially in the rural up-country area; the Ministry of Education's responsibilities centre on secondary level education (general, vocational and teacher training) as well as pedagogic aspects of the primary and secondary level education; whilst the Office of University Affairs is in charge of education at the tertiary level.

As the Ministry of Education will form the main body of the booklet, we wish to give a glimpse of what the other ministries do in the field of educational administration.

### **Office of the Prime Minister**

Within the Prime Minister's Office, there are several organizations, one solely concerned with administering education, others related to the educational system. In the former category falls the National Education Commission, and in the latter category fall the National Economic and Social Development Board, the Budget Bureau and the Civil Service Commission.

The functions of the National Economic and Social Development Board, the Budget Bureau and the Civil Service Commission are the same for education as they are for other ministries. That is, planning, evaluating and approving budgets, and dealing with all matters of staff administration.

The National Education Commission is the organization responsible for the overall co-ordination of planning, and for ensuring that the activities in different parts of the edu-



cational system are consistent with one another. In addition, it carries out researches of general interest, usually at the request of other agencies. Finally, the National Education Commission has to report to the cabinet serious educational problems and make recommendations on the reorganization of the educational system or on the development of new policies to solve these problems.

### **Ministry of Interior**

In 1963 authority for most public primary schools in municipal areas was transferred from the Ministry of Education to the municipalities and in 1966 most of the remaining primary schools were transferred to the local authorities. As both the municipalities and the local authorities fall under the responsibility of the Ministry of Interior, the Ministry of Interior is thus involved in the administration of most public primary education in the country.

This transfer and decentralization were put into effect with the view to promoting local interest and initiative for expansion and improvement of primary education throughout the country. The local authorities are responsible for the day-to-day operation of most public primary schools. The Ministry of Education, however, remains responsible for primary teacher training, curriculum development, textbook production and supervision of instruction.

The Ministry of Interior's main functions are allocation of subsidies to local authorities and municipalities for primary education, approval of their new teaching posts and new facilities and the enforcement of compulsory education.

### **Office of University Affairs**

Established in 1972, the Office of University Affairs is responsible for the administration of government universities as well as for the supervision of private universities. The Office serves as co-ordinator between universities and the government. It is also concerned with policy making and planning, setting standard of university curriculum and personnel administration, and recommendation of budget allocations.

### **Ministry of Education**

As mentioned above, the pedagogic aspects of primary education come under the responsibility of the Ministry of Education. The Ministry is duly responsible for all types of secondary education, general, vocational and teacher training. Post-secondary programme in technical institutes and teacher training colleges are also under the Ministry's responsibilities. In addition, there is Private Education Commission looking after private education at primary and secondary levels.



## MINISTRY OF EDUCATION

The Ministry of Education has 12 departments including the newly created Department of Non-Formal Education and Office of the National Committee on Culture (1979). The Ministry is headed by Minister of Education. The Minister is assisted by the Under-Secretary of State and the Director-General of each Department. (The Office of the Private Education Commission and Office of the National Committee on Culture, each equivalent in status to a department, are headed by the Secretaries-General.) The following is a brief outline of the work of the Ministry's departments :-

1. The Office of the Under-Secretary of State is charged with co-ordinating activities of various departments of the Ministry, serving as the link between the Ministry and other government departments and as the centre of administration in the Ministry.

2. The Department of General Education is responsible for pre-primary, primary, secondary, adult education and education for the handicapped and disadvantaged.

3. The Department of Teacher Education is responsible for producing qualified teachers for various types of schools.

4. The Department of Educational Techniques is charged with developing and disseminating new curricula, carrying out research in teaching methods and related aspects of tests and measurement as well as approving new texts. In addition, it provides guidance services to students.

5. The Department of Vocational Education operates all full-time and part-time public vocational schools and colleges below degree level especially in the up-country. It also looks after colleges of agriculture and provides vocational teacher training.

6. The Department of Fine Arts operates special schools for students particularly interested in music, drama, dance and fine arts. In addition, it is responsible for maintaining historical monuments, the National Archives, the National Library and for the conservation of national arts and culture.

7. The Department of Physical Education is responsible for training physical education teachers, for giving advice and preparing curricula on physical education, and for assisting in organizing school sports activities.

8. The Department of Religious Affairs is charged primarily with the support of Buddhism, the giving of assistance to other religious organizations and the improving of the moral and spiritual understanding of the nation.

9. The Office of Private Education Commission is responsible for private primary, secondary, and vocational educational institutes.



10. The Institute of Technology and Vocational Education is responsible for the organization of higher education in the field of technology and vocational education. It is designated as an education and research institution responsible for training vocational teachers at degree level, offering vocational education in different fields at the certificate, diploma and degree levels, conducting research and promoting vocational education, and rendering professional service to the Community.

11. The Department of Non-Formal Education is charged with conducting research on and planning of non-formal education, co-ordinating with agencies both public and private in the organization of functional literacy and training, designing non-formal curricula and educational broadcasting.

12. The office of the National Committee on Culture is concerned with making national cultural policies, conducting research on various aspects of national culture and co-ordinating with agencies responsible for cultural administration to maintain the overall cultural unity.



## **OFFICE OF UNDER-SECRETARY OF STATE FOR EDUCATION**

The office of the Under-Secretary of State for Education is headed by the Under-Secretary of State who is assisted in turn by three Deputy Under-Secretaries, one for academic affairs, one for external affairs, and one for administration. The office consists of the Office of Inspectors General for Ministry of Education, 7 divisions, and the Centre for Educational Administrators (created in 1979). In addition, there is Institute for Promotion of Teaching Science and Technology affiliated to it. Their functions are as follows:-

### **1. Office of Inspectors-General for Ministry of Education**

The Office works in close collaboration with the thirteen regional education offices throughout the Kingdom. It is responsible for carrying out educational research, inspecting educational administration and management in the regions, offering supervisory services, organizing seminars and training courses, providing technical assistance to changwads, am-phoes, and educational institutes in the regions.

### **2. Division of External Relations**

The Division acts as a point of contact with various international organizations and foreign countries for all external affairs in the field of education, science, culture and others. It is the seat of the Secretariat of Thailand National Commission for UNESCO as well as the Secretariat of Thailand National Commission for SEAMEO. Recently, it annexed the World Bank Education Project Implementation Unit which acts as a co-ordinator between the World Bank and various projects of the departments of the Ministry.

### **3. Division of Education Planning**

The Division is responsible for organizing work plans, and analyzing projects and budgets proposed by various departments within the Ministry. It is charged with planning, trend forecasting, follow-up of project implementation and evaluation. It collects educational statistics and produces reports and other relevant educational and statistical information. It also organizes seminars on educational planning, research, evaluation and educational statistics.

### **4. Central Division**

The Division acts as a kind of registration office of incoming and outgoing mail of the Ministry. The Director of the Division organizes meetings of the directors-general and meetings of the Ministry Sub-Commission of Civil Servants in the capacity of Secretary. The Division is also responsible for information services, disseminating official news on the progress and movements of the Ministry as a whole.



### **5. Personnel Division**

The Division is responsible for personnel management in the area of position classification, personnel recruitment, personnel record and evaluation within the office of Under-Secretary of State for Education, both at the central and provincial levels.

### **6. Legal Division**

The Legal Division concerns itself with all official rules and regulations. It deals both with disciplinary studies of the Ministry civil servants and legal interpretation.

### **7. Finance Division**

The Division looks after the financial matter of the entire Office of the Under-Secretary of State for Education. It is responsible for the procurement of the office supplies as well as the maintenance and repair of the Ministry's central property.

### **8. Centre for Educational Administrators**

The Centre was created in 1979 with the prime responsibility for training and preparing educational administrators, at all levels, of the Ministry of Education. It organizes seminars and symposiums for educational administrators to facilitate exchange of ideas and experience and to promote innovative approach to administration.

### **9. Division of Inspection and Report**

Created in 1979, the Division serves as the Secretariat to the inspectors-general of the Ministry of Education. It is responsible for collecting and analysing reports and commentaries of educators and educational administrators both in the central and provincial regions. It devises plans of operation for inspectors-general as well as co-ordinating with concerned agencies. It is charged with drawing up educational development plans for all the 13 educational regions. In addition, it sees to management aspects of special education, e.g. education for displaced persons, etc.

### **10. Institute for Promotion of Teaching Science and Technology**

Situated at 924 Sukhumvit Road, Bangkok, the Institute is affiliated to the Office of Under-Secretary of State for Education and enjoys considerable freedom of administration. It works in co-operation with relevant agencies in curriculum development, textbook and teacher manuals preparation especially in the area of science and mathematics. It also organizes in-service training programmes for teachers of science and mathematics.



## DEPARTMENT OF GENERAL EDUCATION

The Department of General Education was established in 1972 as a result of the merger between the former Department of Primary and Adult Education and Department of Secondary Education. It is responsible for organizing, administering and promoting kindergarten, primary and secondary education, adult education and special education. It also co-ordinates with other governmental units relating to educational organization. The Department's responsibilities are delegated to the 10 divisions listed below.

### 1. Office of the Secretary

The Office carries out the secretarial, clerical, and public relations work of the Department as well as administrative matters not under the jurisdiction of any other division.

### 2. Personnel Division

The Division looks after matters related to personnel recruitment, allocation, transfer, termination of services, salary determination and promotion of the personnel of the Department. It is also charged with examination of civil code violation, gratuities and pensions, and keeping of the records of all the departmental personnel.

### 3. Finance Division

The Division is responsible for controlling the disbursement of all types of budgets allocated to the Department, auditing all schools' financial and purchasing accounts. It also administers the legal affairs and the welfare of the Department.

### 4. Planning Division

The Division is responsible for planning, analyzing and evaluating annual departmental operations and budget in accordance with the objectives and policies of the Ministry in educational development. It conducts surveys and compilation of statistics related to the various projects for subsequent evaluation, projections, suggestions for problem solving and improvement. It also liaises with other government and foreign agencies on foreign technical assistance to the Department.

### 5. Design and Construction Division

The Division is charged with surveying school sites and designing school buildings and furniture for construction, extension and repair work, supervising construction and researching into the problems of development of suitable design and construction plans.



## **6. Primary School Division**

The Division supervises and promotes primary education of all types in accordance with the Compulsory Primary Education Act as well as setting and assessing the standard of primary schools. It administers a number of primary schools (114) which come within its jurisdiction. In addition, it Promotes and makes research into pre-primary schools. At present, there are 75 pre-primary schools under its supervision.

## **7. Secondary School Division**

By far the largest division, it is in charge of administering, supervising and promoting all government secondary schools throughout the country.

## **8. Special Education Division**

The Division is responsible for the organization and supervision of special schools for mentally and physically handicapped children as well as for children suffering from specific social and economic problems. It co-ordinates with other agencies and foundations/associations with common educational objectives in the promotion of these educational areas.

## **9. Inventory and Educational Material Division**

The Division, created in 1979, is an off-shoot of the Finance Division. It is responsible for the procurement and supervision of equipment and office supplies for the Department. It makes the inventory of all equipment and furniture registration of the Department as well.

## **10. Supervisory Unit**

The Unit acts as academic adviser to all schools under the jurisdiction of the Department. It organizes in-service training sessions and seminars for teachers, carries out research and experimentation on general pedagogy, and produces teaching materials for various subjects.



## DEPARTMENT OF TEACHER EDUCATION

The Department of Teacher Education was formerly called the Department of Teacher Training. It was established in 1954. Prior to this date, the task of teacher education was the responsibility of the division attached to the Department of Primary Education (now Department of General Education). The elevation from the status of a division to that of a department was to respond to the need and demand for qualified teachers, and also to set the stage for a major re-organization of the teacher education system. The work began with the expansion of teacher colleges already in existence as well as the establishment of new ones. The College of Education, a degree granting institution, was set up to prepare teachers for the upper secondary schools. In 1975 all Colleges of Education were transferred to the Office of the University Affairs. At present, the Department of Teacher Education has, under its jurisdiction, 36 teacher colleges located in various parts of the country.

The Department is primarily responsible for producing teachers for primary and secondary schools, providing in-service training for teachers and upgrading teachers with little or no professional qualifications. It conducts research on teacher education and other related fields as well as providing educational services to the community.

The Department is divided into 7 divisions :

### **1. Office of the Secretary**

For administrative convenience, all correspondence from outside the Department is channeled through and processed by the Office of the Secretary to the Department.

### **2. Personnel Division**

The Division is responsible for recruitment and allocation of personnel for the Department. Its functions include consideration for promotion, transfer, disciplinary action and processing of retirement.

### **3. Finance Division**

The Division authorizes payments by the Department and teacher colleges. It is responsible for the procurement and maintenance of the Department's equipment and furnishings, and for the internal auditing of all the Department's expenditure. In addition, it provides welfare service and assistance to the Department personnel.

### **4. Planning Division**

The Division provides consulting services in formulating policies and goals of the Department's projects. It conducts follow-up evaluation of the implemented policies. It



also acts as a liaison office for services and facilities accorded to foreign personnel and international agencies on special arrangements with Department of Teacher Education.

#### **5. In-service Training Division**

The Division is responsible for organizing in-service training programmes for primary and secondary school teachers who wish to upgrade their academic and professional status. It also organizes external examinations for teachers who study on their own. Successful candidates are awarded the Certificate in Education or the Higher Certificate in Education, depending on the level of the examination.

#### **6. Teacher Training Division**

The Division is responsible for the procurement and development of sites of teacher colleges as well as their equipment and furnishings. It organizes entrance examination with follow-up studies of the results. It is also charged with the promotion of joint recreational and cultural activities for students from various teacher colleges.

#### **7. Supervisory Unit**

The Unit develops curricula for teacher education and prepares teachers' manuals and guides for use in the teacher colleges. In this regard, it co-operates closely with the Department of Educational Techniques. It organizes seminars and conferences with the view to promoting co-operation and professional competency among teaching personnel.



## DEPARTMENT OF EDUCATIONAL TECHNIQUES

Created in 1952, the Department of Educational Techniques was originally assigned to look into all qualitative aspects of education. Since its inception, it has witnessed several modifications. At present, the Department is directly responsible for curriculum development, production of text books and supplementary materials, evaluation and guidance. It is also responsible for supporting services aimed at promoting qualitative aspects of education such as educational research and innovation.

The Department of Educational Techniques has no direct control over schools or other education institutions, but it is responsible for curricula at every level of education under the jurisdiction of the Ministry of Education (excepting teacher education curricula which come under the responsibility of the Teacher Education Council). Any text books, as well as other official educational materials to be used in schools at the primary and secondary levels, must be approved by the Department before they can be used. Besides, it is responsible for the evaluation and determination of the standards of all primary, secondary and vocational schools up to grade 12/13.

The Department is divided into 6 division/centres as follows:

### **1. Office of the Secretary**

The Office is responsible for all the Department's administrative work including personnel and financial management, public and external relations. It co-ordinates with other divisions and centres within the Department as well as between the Department and other organizations.

### **2. Educational Research Division**

The Division undertakes surveys and studies of problems and issues in education with a view to pooling data for educational development especially in the fields of curriculum development, teaching and learning process, guidance and evaluation, administration and other educational services. It carries out basic and action research so as to provide alternatives for the solution of problems in education. Its function includes compilation and analysis of the Department's statistics and evaluation of the Department's plan of operation.

### **3. Centre for Educational and Vocational Guidance**

The Centre develops guidance programmes in line with the national educational policy and goals. It co-ordinates its activities with various educational institutions and



other agencies concerning guidance both on the theoretical and practical side. It disseminates information and provides services both to the young and the general public who seek educational and vocational guidance.

#### **4. Educational Materials Development Centre**

The Centre encourages the writing, translation and development of text-books to be used in schools at both primary and secondary levels. It is involved in developing supplementary readers as well as other educational materials. In addition, textbooks or supplementary readers written by private persons must be submitted to the centre for comments and consideration before being given final authorization by the Ministry of Education. The Centre also operates the Ministry of Education Library, and promotes the quality and effectiveness of book publishing of all types.

#### **5. Curriculum Development Centre**

The Centre's main responsibility is to develop curricula at both primary and secondary levels. Its function includes analysis of existing curricula, revision and development of new curricula in schools, try-out of new curricular material, follow-up and evaluation of these try-outs, together with the preparation for the implementation of the new curricula. The Centre co-ordinates with other organizations involved in curriculum development. In addition, curricula for various kinds of private schools and institutions must be submitted to the Centre for approval.

#### **6. Bureau for Testing Services**

The Bureau provides evaluation and testing services for students and out-of-school adults, from the certificate of primary education level to the certificate of secondary education level. Apart from devising formal methods of students' evaluation, the Bureau administers standardized achievement tests, aptitude tests and others. This enables it to keep abreast of the trend of education and to make practical proposals for the up-grading of the quality and effectiveness of education.



## DEPARTMENT OF VOCATIONAL EDUCATION

Formally created in 1941, the Department of Vocational Education is responsible for technical vocational education and training programmes at secondary and post-secondary levels. To realize the task, the Department organizes 2 types of vocational training:- in-school and non-formal vocational education. The in-school programmes offer three-year courses at secondary level (grades 11-13) and further post-secondary two-year courses.

The non-formal vocational training offers short courses aiming at producing semi-skilled workers. The courses are given at various polytechnic schools. The subjects in demand by the labour market are given top priority. The duration of training for each course varies from 3-6 months.

In its drive for expansion and development of vocational education, the Department enjoys close co-operation with international organizations and foreign governments, for instance, UNESCO, USOM, SEATO, International Bank for Reconstruction and Development (IBRD), Asian Development Bank (ADB), U.S.A., Australia, Germany, Austria, as well as other independent bodies.

There are 114 schools/colleges under the Department's administration broken down as follows:- 9 polytechnic schools, 23 agricultural schools, 47 vocational and trade schools and 35 vocational colleges (with 65 campuses).

The Department is divided into 9 divisions:-

### **1. Office of the Secretary**

The Office's functions involve registration of the in-coming and out-going mail of the Department, public relations and others which do not come under any specific division.

### **2. Personnel Division**

The Division supervises and administers personnel affairs, which also include recruitment, transfer, retirement, promotion, rules and regulations, disciplinary actions, rewarding, records and pension.

### **3. Finance Division**

The Division looks after the budgetary expenditure, subsidiary and other educational funds. It is concerned with departmental budgeting, supply and equipment purchase,



general welfare and facilities. It also audits all the educational institutions under the Department's jurisdiction, and counsels them of the financial and accounting management.

#### **4. Planning Division**

The Division assumes the responsibility of planning and projecting the activities of the Department. It is involved with the Department's yearly budgeting, survey of vocational education, data collection and statistics, research, analysis and evaluation for use of further planning. The scope of activities embraces all projects of foreign assistance given to the Department, including in-service training.

#### **5. Maintenance and Supply Division**

The Division assumes under its responsibility provision of materials and equipment, land improvement, installation and control of machinery and equipment including overall maintenance and supply, as may be needed by the Department.

#### **6. Design and Construction Division**

The Division is responsible for the design and construction of the buildings for the Department. It also renders services to other units of the Ministry of Education upon request.

#### **7. School Division**

The Division supervises the work of all vocational secondary schools both technically and administratively. It is also responsible for expansion, affiliation, improvement and budgeting of those schools.

#### **8. College Division**

The Division supervises and promotes the administration of vocational schools and colleges, at the upper secondary and higher education level. It sees to the extension, affiliation and planning of such schools and colleges..

#### **9. Supervisory Unit**

The Unit is responsible for all academic areas involving supervisory activities for schools and colleges under the departmental jurisdiction. In co-operation with the Department of Educational Techniques, the Unit organizes in-service trainings and seminars for teachers on various topics designed to improve vocational teaching.



## DEPARTMENT OF FINE ARTS

Established since 1933, the Department of Fine Arts has witnessed a few changes of office, first under the Ministry of Education, then under the Office of the Prime Minister, then Ministry of Culture, and finally back to the Ministry of Education in 1958. The Department is responsible for conservation, maintenance and promotion of artistic and cultural national heritage, including works of art, crafts, architecture, music and dramatic arts, literature, history, archaeology and museums, archives and library, as well as artistic education. The work and activities of the Department are national as well as international in scope. Almost every division enjoys relationship with international and regional organizations/institutions having similar activities.

The Department is divided into 10 divisions.:-

### **1. Office of the Secretary**

The office is responsible for all the Department's administrative work including personnel and financial management, public and external relations. It co-ordinates with other divisions within the Department as well as between the Department and other organizations.

### **2. Music and Drama Division**

The Division is responsible for preservation and promotion of Thai classical dance and music. It promotes international understanding and strengthening of ties by organizing exchange of dramatic arts and music between Thailand and other countries.

### **3. Archaeology Division**

The Division is primarily responsible for conducting the study of man in the past through archaeological evidence and site, ruins and excavations. It is charged with registration, restoration and preservation of all the monuments in the country. Some of the major projects undertaken include Ban-Chieng Culture Project, Underwater Archaeology Project, Phrasat Phanom Roong Project, Ayudhya Monuments Project, and Sukhothai National Historical Park Project.

### **4. National Museums Division**

The Division is responsible for collection, identification, classification, research, display and conservation of objects of cultural significance or objects regarded as national treasure. It organizes museum educational activities and museum travelling exhibitions. It also takes charge of National Art Gallery and rearrangement of museum presentation.



## **5. National Archives Division**

National archives represent the experience of the governments and people of Thailand in the course of history, as embodied in the records of the Thai governments and available related materials. The Division promotes sound and innovative methodology and techniques of archives administration, management, accession and preservation. It offers reference service to government agencies, interested institutions and individuals.

## **6. Literature and History Division**

The Division's main functions lie in the research and compilation of literature, history traditions, arts and cultural works. It translates and publishes documents under its responsibility for dissemination to the public for educational purposes. It sees to the provision of the Protection of Literary and Artistic works and the Agreement on Intellectual Properties to which Thailand is a signatory member.

## **7. National Library Division**

The National Library serves as a documentation centre for all publications and audio-visual materials. It produces national bibliographies, collects and compiles old and rare books and manuscripts. It provides information services to governmental agencies and researchers. One of its main functions is to promote reading habit in the general public. In this connection, it provides at regular intervals in-service training and workshops for librarians.

## **8. Arts Education Division**

The Division supervises the management, development, and expansion of art education through the following institutions:- College of Dramatic Art, Bangkok; College of Fine Arts, Bangkok; and School of Dramatic Art, Chiangmai. It is also responsible for presentation of dance, drama, concert and art exhibitions.

## **9. Architecture Division**

The Division is responsible for the projects, commissioned by the government in the design, construction, reconstruction and restoration of buildings, monuments, and their environments.

## **10. Traditional Arts Division**

The Division looks after the decoration of places of cultural importance and the design of monuments, statues, coins and all kinds of traditional art. It provides service on request to other governmental organizations and agencies all over the country.



## DEPARTMENT OF PHYSICAL EDUCATION

Physical Education has always been an integral part of Thai life long before its formal recognition in the National Educational Schemes of 1898 and 1923. Formally created in 1933, the Department supervises and controls all aspects of physical education, health, fitness and recreation for students, teachers and the general public throughout the country. It draws up physical education as a subject in the national curriculum for primary and secondary schools. It promotes sports among the public and provides technical and financial assistance to changwads in the organization and establishment of changwad playgrounds.

The Department also operates sports facilities, including the National Stadium, two smaller stadiums, three gymnasiums and swimming pools. It also supervises, controls, gives advice and directions to all schools in matters relating to boy scouts and junior red cross.

The Department is divided into 7 divisions:-

### **1. Office of the Secretary**

The Office is responsible for all the Department's administrative work including personnel, financial and facilities management, and public relations. It co-ordinates with other divisions within the Department as well as between the Department and other organizations.

### **2. Health and Physical Education Promotion Division**

The Division carries out studies and analysis of physical education curriculum for further planning. It promotes textbooks on health and physical education, together with other teaching and learning materials. It organizes in-service training for concerned officers, as well as professional in-service training for non-certified physical education teachers. It also organizes school supervision programmes, such as visit to schools, teaching demonstration etc.

### **3. Junior Red Cross Division**

The Division promotes Junior Red Cross activities and develops Junior Red Cross school curriculums, textbooks and learning materials. It is charged with the administration and organization of the Junior Red Cross training programmes and co-ordinates with the Junior Red Cross network within the country and abroad.

### **4. Boy Scout Division**

The Division serves as a centre for boy scout information throughout the country and for all co-ordination with boy scout movements throughout the world. It promotes boy scout activities both in-school and out-of-school.



### **5. Sports Division**

The Division promotes sports both in and out-of-school, often in co-operation with the Sports Promotion Organization of Thailand (attached to the Office of the Prime Minister). It encourages and organizes inter-school sport competitions. It organizes training programmes for various kinds of sports officials and referees as well as in-service training programmes for physical education teachers. It is also responsible for keeping records of all sports statistics and information.

### **6. National Stadium Division**

The Division takes care of all sanitation work for the National Stadium. It is responsible for the design and construction of the Department's buildings, sports arenas and stadiums both in the central and regional parts of the country. It is also responsible for the maintenance and repair of all equipments and facilities of the Department. It looks after the management of sports trainings and sport competitions.

### **7. Students' Security Division**

The Division sees to the law and order with regard to students' behaviour in Bangkok areas. During the sport competition or matches, it is charged with the control of keeping order. On discovering cases of delinquency and truancy among students, it reports to relevant authorities. It also carries out studies and analyses on problems of students' behaviour

### **8. Supervisory Unit**

The Unit is responsible for all academic areas involving curricular recommendation for the physical education programme in the primary and secondary schools, as well as colleges under the Department's jurisdiction. In co-operation with other agencies, it organizes training and in-service training for teachers in the field of health, recreation and physical education

Besides the above mentioned divisions, the Department also administers 13 colleges of physical education, one in Bangkok and the rest spread out in various regions of the country. The colleges produce physical education teachers at the level of Higher Certificate of Education. They offer a 2-year course. They are also charged with the activities to infuse health and physical education in the community.



## DEPARTMENT OF RELIGIOUS AFFAIRS

Religion has an important place in the life of the Thai culture. Ever since the reign of King Rama I, it was a department of its own. During the course of its development, it witnessed several transfers of office. In 1941, it was renamed Department of Religious Affairs under the Ministry of Education. It was transferred to the Department of Culture in 1952 and again back to the Ministry of Education in 1958.

The Department is responsible for the upholding and promotion of Buddhism. It serves the ecclesiastical policy of the Supreme Sangha Council and manages all ecclesiastical Buddhist properties. With regard to other religious faiths, the Department gives support and patronage to all religious organizations in Thailand. It also co-ordinates with religious organizations abroad. In relation to its place in the National Education Scheme, the Department is responsible for providing ethical and religious education as well as promoting ethical standards of the community.

The Department is divided into 7 divisions:-

### **1. Office of the Secretary**

The Office is responsible for all the Department's administrative work, public relations and others which do not come under any specific division. It supervises and administers personnel affairs of the Department, including disciplinary actions. It looks after the financial management of the Department as well as interpretation and advisory services on legal and ecclesiastical matters.

### **2. Planning Division**

The Division assumes the responsibility of programming and budgeting of the Department. It carries out survey and analysis of the Department's activities.

### **3. Ecclesiastical Education Division**

The Division is charged with general education for ecclesiastics and propagation of Buddhist teachings and morals to the general public. It prepares curriculums and textbooks on Buddhism and ethics. It organizes examinations for ecclesiastics and various kinds of in-service training courses for ecclesiastics and religious teachers.



#### **4. Buddhist Monastery Division**

The Division sees to the application for establishing, transferring and closing down of monasteries throughout the kingdom. Its function includes restoration, development, design and construction of monasteries.

#### **5. Religious Service Division**

One of the primary functions of the Division concerns all ceremonies charged with religious and cultural significance. It provides welfare services to novices and monks as well as support for other religious organizations.

#### **6. Secretariat of the Supreme Sangha Council**

The Secretariat serves as the co-ordinator of the administration of the Supreme Sangha Council, e.g. conferment of religious order, ecclesiastical disciplinary action, etc. It is charged also with external affairs with foreign bodies or countries and Thai ecclesiastical missions abroad.

#### **7. Ecclesiastical Property Office**

The Office looks after all ecclesiastical properties, as well as conducting field surveys, making the inventory of religious and monastery properties. It is charged with auditing and financial matters regarding the financial situation of the ecclesiastical properties. Its function includes supervision of the Religious Printing Press and the supply of religious materials.



## OFFICE OF THE PRIVATE EDUCATION COMMISSION

Supervision of private schools formerly came under the responsibility of the Department of Education. Owing to the increasing number of private schools and expansion of education, the office of the Private Education Commission was formally established in 1972. It is responsible for the supervision of private schools below degree level. It sees to the improvement of rules and regulations of the private schools in order to ensure the quality of education and welfare of teachers concerned.

The Office is headed by the Secretary-General. The administration of the office is supervised by the Private Education Commission with the Under-Secretary of State for Education as chairman.

The Office of the Private Education Commission is divided into 5 divisions and 2 units as follows:-

### **1. Office of the Secretary**

The office is responsible for all administrative work of the Office of the Private Education Commission, including correspondence, financing and personnel affairs.

### **2. Division of the Private Institutions**

The Division is responsible for promoting private schools and colleges below higher education. It determines the application for establishment of schools and school fees, and supervises general school administration.

### **3. Division of Evaluation and Development**

The Division is responsible for the supervision and follow-up of education in private schools and colleges. It provides training for private school administrators at intervals and recommends innovative approaches to teaching. It analyzes and evaluates the standards of education of the private schools.

### **4. Division of Records and Statistics**

The Division is responsible for keeping all the private schools' official records and statistics both in the central and provincial regions,



### **5. Division of the Private Institution Grant and Aid**

The Division is concerned with the assistance and subsidies given to private schools and teachers. There is a special counterpart fund for the welfare of teachers, the supervision of which is the division's responsibility.

In addition, there are 2 units : Educational Planning Unit and Special Education Unit. The former is responsible for planning, conducting studies and offering academic services. The latter looks after special types of private schools such as International Schools.



## INSTITUTE OF TECHNOLOGY AND VOCATIONAL EDUCATION

The Institute of Technology and Vocational Education was established in 1975 as a separate educational entity to meet the demand of vocational students to upgrade their studies to university level. As an institute of education and research endowed with full legal rights of its own, its main objective is to provide vocational education, including teacher training courses in vocational field at the degree and certificate levels.

The Institute offers a complete course of vocational education where certificates and degrees can be obtained at three different stages. Stage 1 is a three-year certificate course designed for students who have passed M.S. 3 examinations. Stage 2 is a two-year advanced certificate course designed for graduates of Stage 1. Stage 3 is a further two-year course equivalent to the final two years of university education. Students who successfully complete the course will be awarded a Bachelor's degree.

The Institute is headed by a rector whose authority and responsibility are equivalent to those of a director-general of a government department. The administration of the Institute is supervised by the Institute Council, with the Under-Secretary of State for Education as President.

The structure of the Institute can be divided into administrative services and academic services as follows:

**I. Administrative Services** The Office of the Rector is in charge of all administrative services and is further divided into 6 divisions.

### **1. Division of General Affairs**

The Division is responsible for general administrative services, including personnel, maintenance and repair of the Institute's property. It looks after public relations of the Institute. Besides, one of its functions is to organize meetings and conferences of the Institute.

### **2. Division of Finance**

The Division looks after the financial matter of the Institute, including accounting and budgeting. It is responsible for the procurement and inspection of the Institute's supplies.



### **3. Division of Service**

The Division is responsible for welfare of the Institute's students as well as officials and employees, including sports, recreation and students activities. It offers counselling and guiding services to students with regard to career and employment prospects.

### **4. Division of Planning**

The Division assumes the responsibility of planning and projecting activities of the Institute. It is involved with the Institute's presentation of annual budget, survey, data collection and statistics and evaluation. It also liaises with foreign agencies on foreign technical assistance to the Institute.

### **5. Division of Campus Supervision**

The Division supervises instruction and operation of 28 campuses affiliated to the Institute.

### **6. Division of Construction and Maintenance**

The Division is charged with designing and supervising construction and repair of all buildings within the Institute.

**II. Academic Structure** There are 8 faculties of various disciplines, together with Office of Registration and Education Service, and Agricultural Research Centre as follows:

**1. Faculty of Liberal Arts** offering courses in social sciences, humanities, languages, science, and mathematics.

**2. Faculty of Education** offering courses in educational psychology and guidance, curriculum and teaching, educational technology, educational administration, health physical education and recreation, and professional education.

**3. Faculty of Agriculture** offering courses in agricultural education, plant science, animal science, agricultural mechanization, and agricultural economics and business.

**4. Faculty of Engineering Technology** offering courses in civil engineering, electrical engineering, mechanical engineering, industrial engineering, industrial technology, and technical industry education.

**5. Faculty of Business Administration** offering courses in business education, marketing, management, accounting, and data processing.

**6. Faculty of Home Economics** offering courses in home economics education, textile and clothing, foods and nutrition, and family life education.



**7. Faculty of Fine Arts** offering arts and crafts education, traditional arts, fine arts, applied art design, and crafts.

**8. Faculty of Drama and Music** offering courses in drama and music education, dramatic arts, music, and theatre arts.

**9. Office of Registration and Education Service** offering service to all undergraduates of all faculties with regard to academic affairs, records, testing and evaluation.

**10. Agricultural Research Centre** carrying out researches and experiments in agriculture as well as offering academic service to the public.

Apart from the above mentioned faculties, the Institute of Technology and Vocational Education takes charge of 28 campuses which provide a very large number of students with various vocational courses, e.g., business commerce, agriculture, engineering, etc.



## DEPARTMENT OF NON-FORMAL EDUCATION

In accordance with the objectives laid down in the National Education Scheme of 1977 and the Fourth Five Year plan (1977-1981) on life-long and non-formal education, the Department of non-formal education was formally created in 1979. The Department's programmes of activities vary greatly in form, content, and specific objectives in response to social and educational changing needs and priorities. However, all programmes are designed to respond to one or a combination of the following broad needs of various segments of the out-of-school population:-

1. Basic knowledge and skills: Basic general knowledge and skills (literacy, numeracy, functional literacy, problem-identification, problem-solving) which aid information gathering and self-study.

2. Vocational/Occupational Skill Development: Skills needed to improve current occupational practices, earn supplementary income, and secure jobs.

3. Timely information: A regular flow of up-to-date information necessary to keep pace with social, economic and technical changes and to serve as basis for decision making.

The programmes embrace a broad spectrum of projects of diverse nature, such as Functional Literacy Project, Adult Vocational Programmes, News and Information Service, Radio/Correspondence Project, Regional Non-formal Education Centres, Educational Museums Project, etc.

The Department is divided into 6 divisions:-

### 1. Office of the Secretary

The office is responsible for correspondence and general administrative affairs, public relations, personnel affairs, construction, procurements, finances, and additional assignments which are not the specific function of other divisions.

### 2. Planning and Research Division

The Division is responsible for collecting data and undertaking analyses required for long and short-range planning. It is entrusted with the preparation and monitoring of budgets. It publishes research, evaluation, and follow-up reports. It co-ordinates with other government, quasi-government and private agencies, including universities and teacher colleges, engaged in non-formal education as well as with relevant foreign and international organizations. In addition, the division serves as the secretariat for the National Non-formal Education Co-ordinating Committee.



### **3. Non-formal Education Development Division**

The Division is responsible for analyzing and developing curriculums related to functional literacy and post-literacy general and vocational programmes. It is also charged with the analysis and development of texts, supplementary learning materials, teacher hand-books, courses of study, instructional processes and techniques. It analyzes staff needs and develops responsive plans and programmes. It assists other agencies working in the non-formal education field with respect to both curriculum and material development and staff training efforts. In this regard, it develops standardized examinations and other quality controls.

### **4. Non-formal Education Operations Division**

The Division is responsible for planning, operating, servicing, monitoring, and follow-up on all programmes. It also monitors the efforts and activities of provincial centres.

### **5. Educational Technology Centre**

The Centre formerly was under the Department of Educational Techniques. It is responsible for servicing, supporting and supplementing in and out-of-school efforts through the use of new technology. It is charged with developing materials and teaching aids as well. The Centre's function includes organizing and conducting of educational radio and television programmes.

### **6. Educational Museums Centre**

The Centre is responsible for organizing and monitoring educational museums for students and the general public. At present, it organizes and conducts the activities of the Planetarium and Science Museum.



## OFFICE OF THE NATIONAL COMMITTEE ON CULTURE

Culture has always been an integral part of Thai life and pervades all activities of the nation. Culture is recognized as an essential part of the development process and contributes to the security of the nation. In view of its significance, the Office of the National Committee on Culture was formally established in 1979.

The Office is headed by a Secretary-General. The administration of the Office is supervised by the National Committee on Culture with the Minister of Education as chairman. The office is divided into 4 divisions.

### **1. Office of the Secretary**

The office deals with the general matter of the Office of the National Committee on Culture, including finance, legal matter, public relations. It also organizes meetings of the National Committee on Culture.

### **2. Division of Research and Planning**

The Division is responsible for planning and projecting the activities of the Office. It conducts surveys and compilation of statistics related to cultural projects as well as their evaluation. It is also entrusted with organizing the Office's library.

### **3. Division of Cultural Promotion and Propagation**

The Division's responsibility lies in the cultural promotion, propagation and co-ordination for the benefits of the general public, government agencies, public and private enterprises. It produces the materials and publications as well as organizing training for cultural personnel. It also organizes mobile cultural units for propagation throughout the country.

### **4. Division of Cultural Relations**

The Division co-ordinates with foreign cultural agencies as well as local private organizations. It supervises, controls and assists the activities of cultural organizations, clubs and foundations in accordance with the National Act of Culture, B.E. 2486. (1943)



## ANNEXES



SOME USEFUL GENERAL STATISTICS  
ON THAILAND (1978)

1. Total area		514,000	km <sup>2</sup>
2. GNP		492,601	m. baht
Public Expenditure		92,000	m. baht
Educational Expenditure		17,798.9	m. baht
3. Population		45,221,625	
Male		22,775,852	
Female		22,445,773	
Population in Bangkok Municipality		4,870,509	
Male		2,483,237	
Female		2,387,271	
4. Per Capita Income		9,799	baht
5. Public Administration in figures			
Provinces	71	Local Administrations	71
Amphoes	576	Municipalities	118
King Amphoes	98	City Municipality	1
Tumbols	5,517	Town Municipalities	63
Villages	98,802	Tumbol Municipalities	34
Bangkok districts	24	Sukha Phibal	699
6. Student Population 9, 590, 913 or 21.29 % of total population			
Students in formal education 9, 034,022 or 19.96 %			
Students in non-formal education 556,891 or 1.23 %			
7. National Libraries	6		
Changwad Public Libraries	70		
General Public Libraries	279		
Village Newspaper Reading Centres	5,094		
8. National Museums	23		



TABLE 1. No. of institutes, teachers and students in the formal system, 1978

AGENCY	Institutes		Teachers		Students	
	Bangkok	Provincial	Bangkok	Provincial	Bangkok	Provincial
Ministry of Education	1,099	3,170	35,363	92,584	800,083	1,995,318
1. Dept. of General Education	132	1,350	11,830	49,401	243,294	1,094,268
1.1 Secondary Education Division	92	1,168	9,840	42,894	204,034	943,943
1.2 Primary Education Division	33	85	1,583	3,952	30,828	79,170
1.3 Special Education Division	7	97	407	2,555	8,432	71,155
1.3.1 Kindergartens	4	71	224	2,138	5,413	63,151
1.3.2 Welfare Education Schools	1	22	111	357	2,441	7,282
1.3.3 Special Education Schools	2	4	72	60	578	722
2. Dept. of Vocational Education	6	96	814	4,670	17,343	84,648
2.1 College Division	5	30	760	2,370	16,986	44,828
2.2 School Division	0	44	0	1,646	0	28,664
2.3 Agricultural Education Unit	1	22	54	654	357	11,156
3. Institute of Technology and Vocational Education	1 (11)	(17)	1,272	1,332	23,874	20,155
4. Dept. of Teacher Education	11	35	1,458	4,582	10,258	52,265
4.1 Teacher Colleges	6	30	1,458	4,582	7,833	51,590
4.2 Demonstration Schools	5	5	(included in 4.1)		2,425	675
5. Dept. of Fine Arts: Arts Education Division	2	3	245	65	2,393	916
6. Dept. of Physical Education: Physical Education Colleges	0	12	0	290	0	4,091
7. Office of Private Education Commission	947	1,674	19,744	32,244	502,921	738,975
7.1 General Private Schools	883	1,611	17,450	30,571	437,597	696,625
7.2 Vocational Private Schools	64	63	2,294	1,673	65,324	42,350



AGENCY	Institutes		Teachers		Students	
	Bangkok	Provincial	Bangkok	Provincial	Bangkok	Provincial
OTHER AGENCIES	420	30,008	24,664	242,516	294,705	5,943,916
1. Bangkok Metropolis	400	0	10,946	0	215,161	0
2. Changwad Administrative Organization	0	29,454	0	228,519	0	5,699,444
3. Local Municipalities	0	419	0	8,893	0	211,074
4. Border Patrol Police Schools	0	123	0	369	0	8,266
5. Office of University Affairs	20	12	13,718	4,735	79,544	25,132
5.1 Universities	15	7	13,060	4,543	70,664	22,898
5.2 Demonstration Schools	5	5	658	192	8,880	2,234
TOTAL	1,519	33,178	60,027	335,100	1,094,788	7,939,234



TABLE 2 : No. of institutes, teachers and students in non-formal education, 1978

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AGENCY	Institutes		Teachers		Students	
	Bangkok	Provincial	Bangkok	Provincial	Bangkok	Provincial
Ministry of Education	1,093	3,966	5,900	15,640	128,494	244,525
1. Dept. of Teacher Education (Teacher Colleges, Twilight Course)	5	24	*	*	2,356	16,605
2. Dept. of Physical Education (Physical Education Colleges, Twilight Course)	0	12	*	*	0	3,185
3. Dept. of General Education: Adult Education Division	355	2,573	3,389	12,138	34,525	142,741
3.1 Functional Literacy Schools	22	838	44	808	770	25,721
3.2 Adult General Education Schools, levels 1-5	307	1,543	3,193	9,861	28,912	84,603
3.3 Adult Vocational Education Schools	26	105	152	151	4,843	7,263
3.4 Mobile Vocational Education Schools	0	55	0	131	0	6,809
3.5 Mobile Vocational Training Schools	0	32	0	1,187	0	18,345
4. Dept. of Vocational Education : School Division	4	6	157	111	13,284	7,838
5. Office of Private Education Commission	721	1,293	2,266	2,752	77,789	69,222
5.1 Private Schools (Special Syllabus)	652	880	2,123	901	73,759	23,946
5.2 Islam Teaching Schools	69	413	143	1,851	4,030	45,276
6. Dept. of Religious Affairs	8	58	88	639	540	4,934
OTHER AGENCIES	7 (4)	(4)	752	0	176,213	7,659
1. Sri Nakharinwirot University	1 (1)	(4)	*	*	4,648	7,659
2. Ramkhamhaeng University	1	0	699	*	171,150	0
3. Bangkok Metropolis	5	0	60	0	415	0
3.1 Vocational Training Schools	4	0	45	0	262	0
3.2 Polytechnics	1	0	15	0	153	0
TOTAL	1,100 (4)	3,966(4)	6,659	15,640	304,707	252,184

\*drawing on existing teaching force

(-) = number of campuses



TABLE 3: Comparison of students in the formal system and the school-age population, for the academic year 1978-1979

LEVEL	AGE	No. of Students	No. of School-age population	Percentage compared to School-age population	Percentage compared to whole student population
Pre-primary	4-6	278,339	4,244,736	6.56	3.08
Primary	7-12	6,848,121	7,381,752	92.77	75.80
Lower Secondary	13-16	1,277,876	4,152,425	30.77	14.15
Upper Secondary	17-19	460,047	2,747,153	16.75	5.09
Undergraduate	19-22 (24) *	161,153	4,896,536	3.29	1.78
Post-graduate	—	8,486	—	—	0.09
TOTAL	4-24	9,034,022	22,540,855	40.08	100.00

\* Usually, a first degree course is four years, except architecture (5 years) and medicine (6 years)



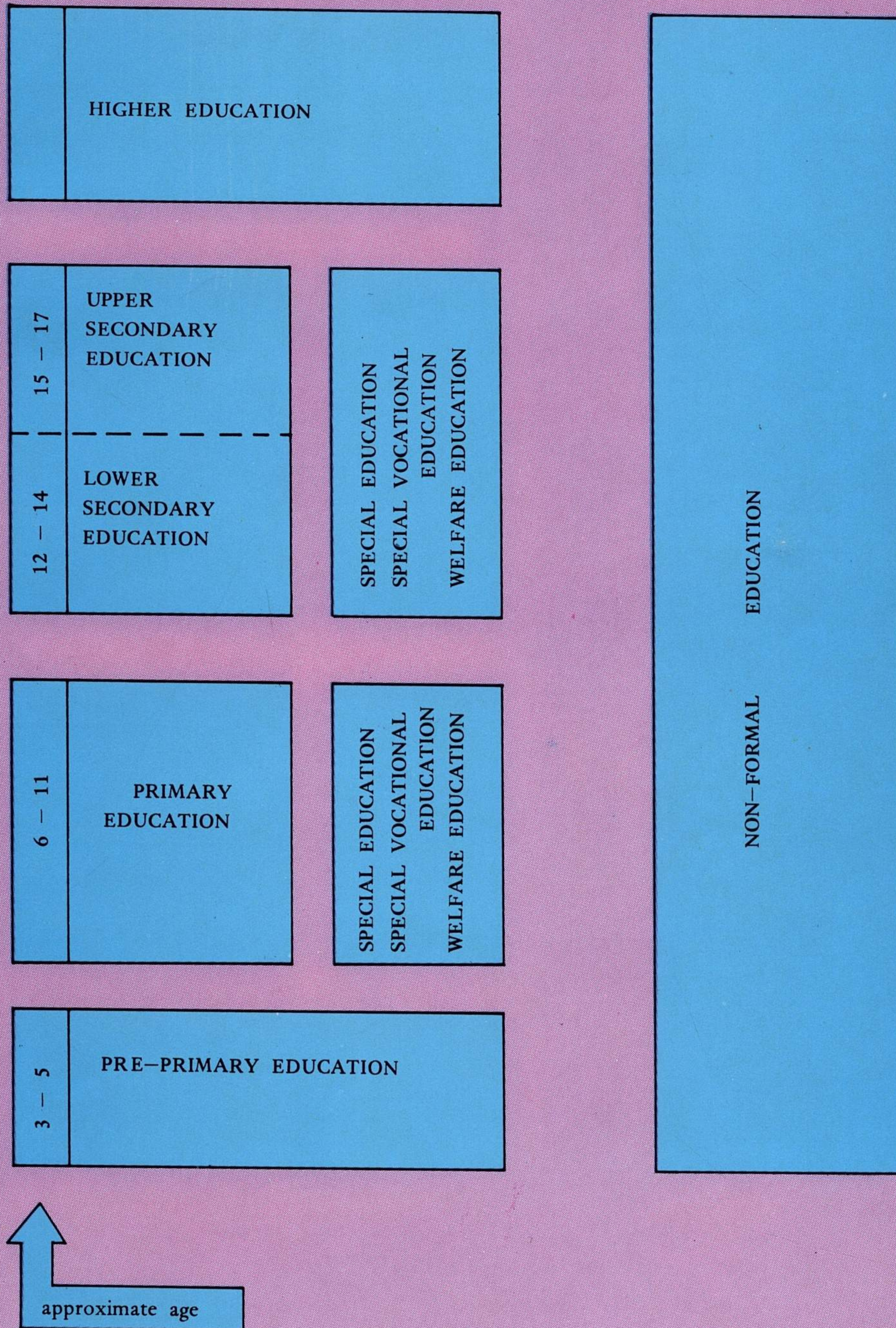
TABLE 4: DEPARTMENTAL BUDGET ALLOCATION  
OF MINISTRY OF EDUCATION FOR THE YEARS 1978 and 1979

DEPARTMENT	1978		1979	
	Amount	Percentage of budget	Amount	Percentage of budget
1. Office of Under-Secretary of State for Education	146,051,600	2.3	158,772,600	2.55
2. Department of Teacher Education	453,673,700	7.54	374,695,400	6.01
3. Department of Religious Affairs	94,594,700	1.64	117,800,700	1.89
4. Department of Physical Education	96,202,200	1.67	106,382,600	1.71
5. Department of Educational Techniques	56,969,600	0.99	61,903,500	0.99
6. Department of Fine Arts	130,284,300	2.26	131,633,800	2.11
7. Department of General Education	3,421,186,783	59.23	3,554,704,900	57.02
8. Department of Vocational Education	740,086,900	12.81	898,037,000	14.41
9. Office of Private Education Commission	383,803,400	6.64	497,893,900	7.98
10. Institute of Technology and Vocational Education	271,031,200	4.69	332,080,100	5.33
TOTAL	5,775,884,383	100	6,233,904,500	100



# CHART 1

## NATIONAL EDUCATION SCHEME B.E. 2520





# CHART 2

## Educational Pyramid 1978

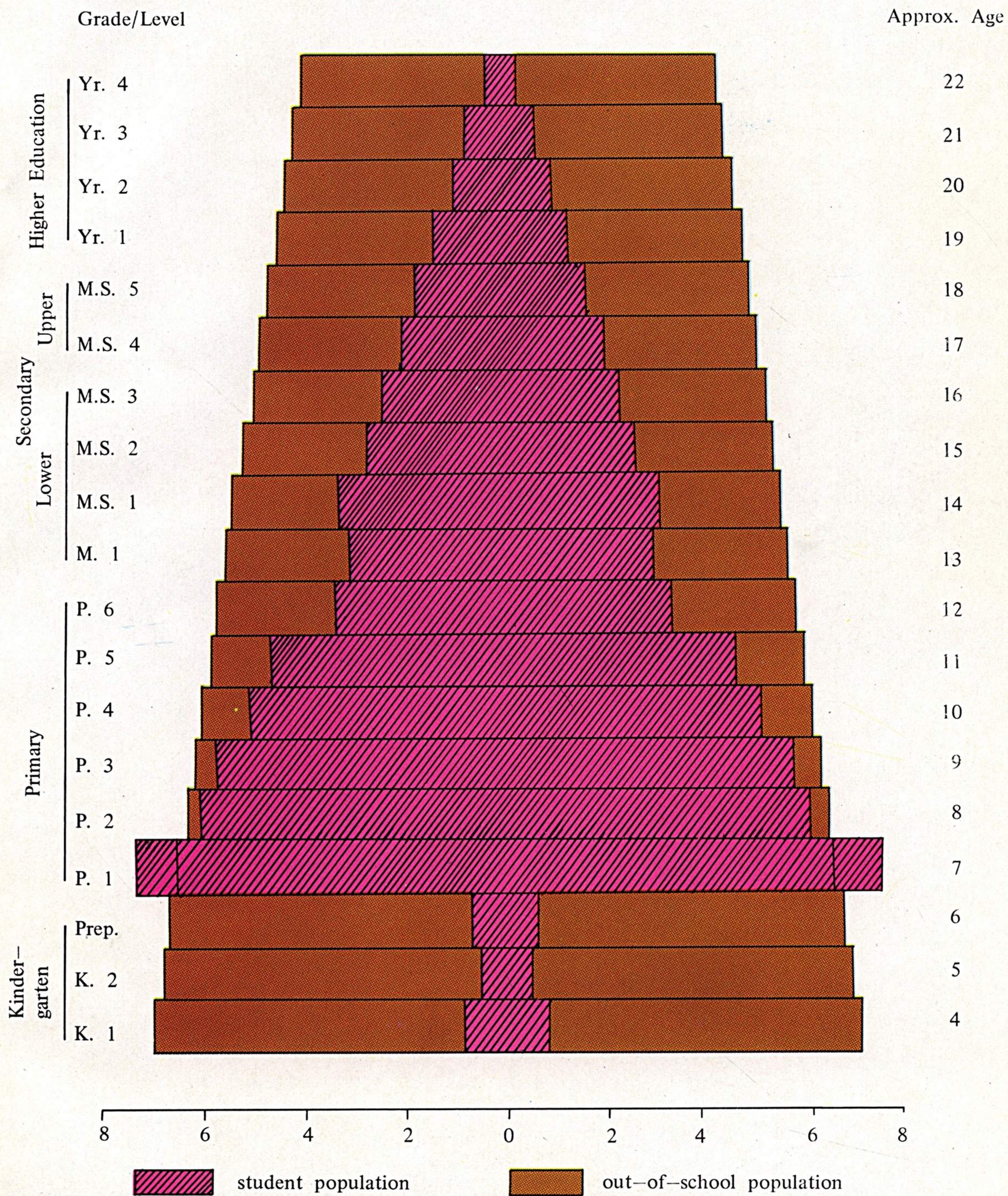




CHART 3 : DEPARTMENTAL BUDGET ALLOCATION OF MINISTRY  
OF EDUCATION FOR 1979

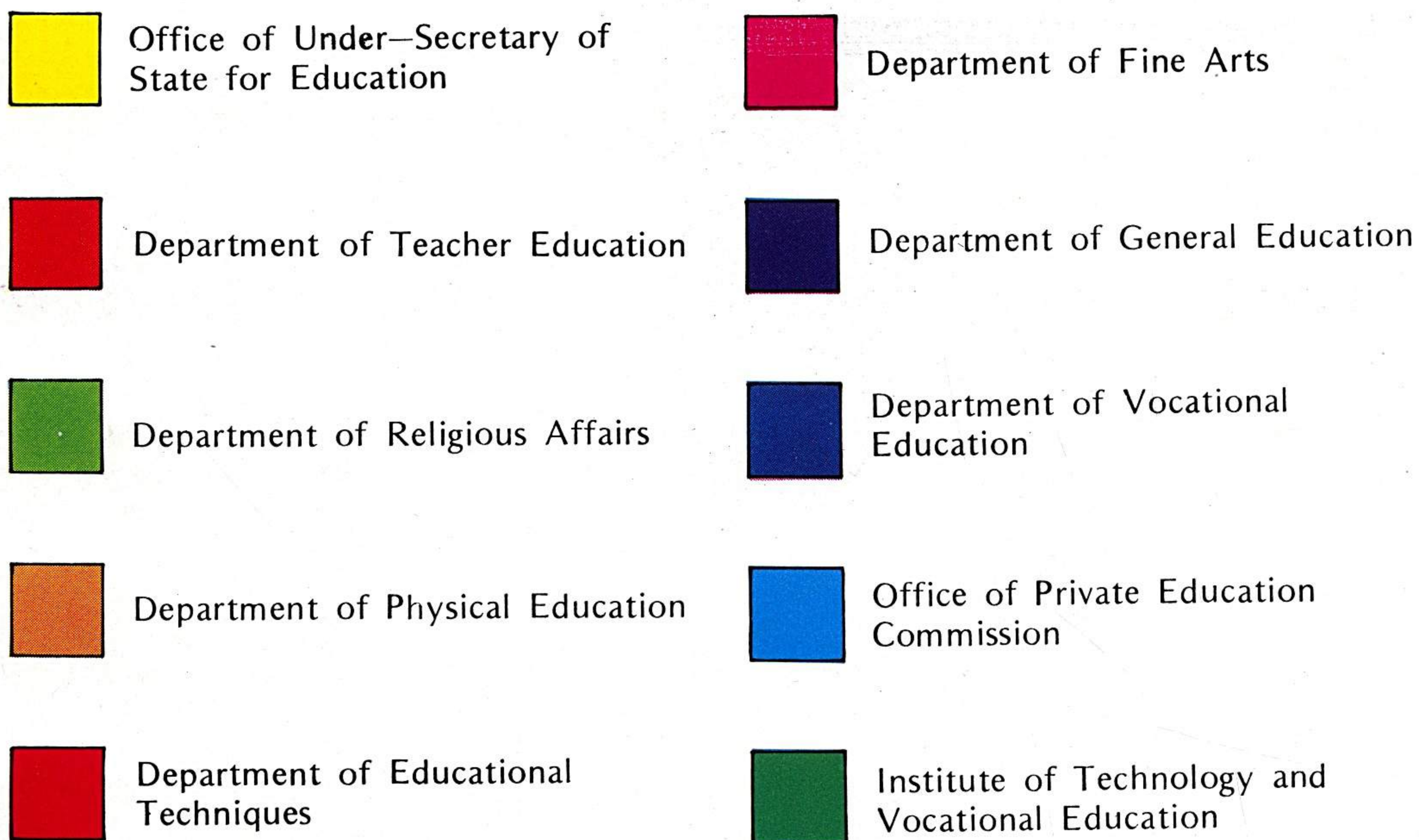
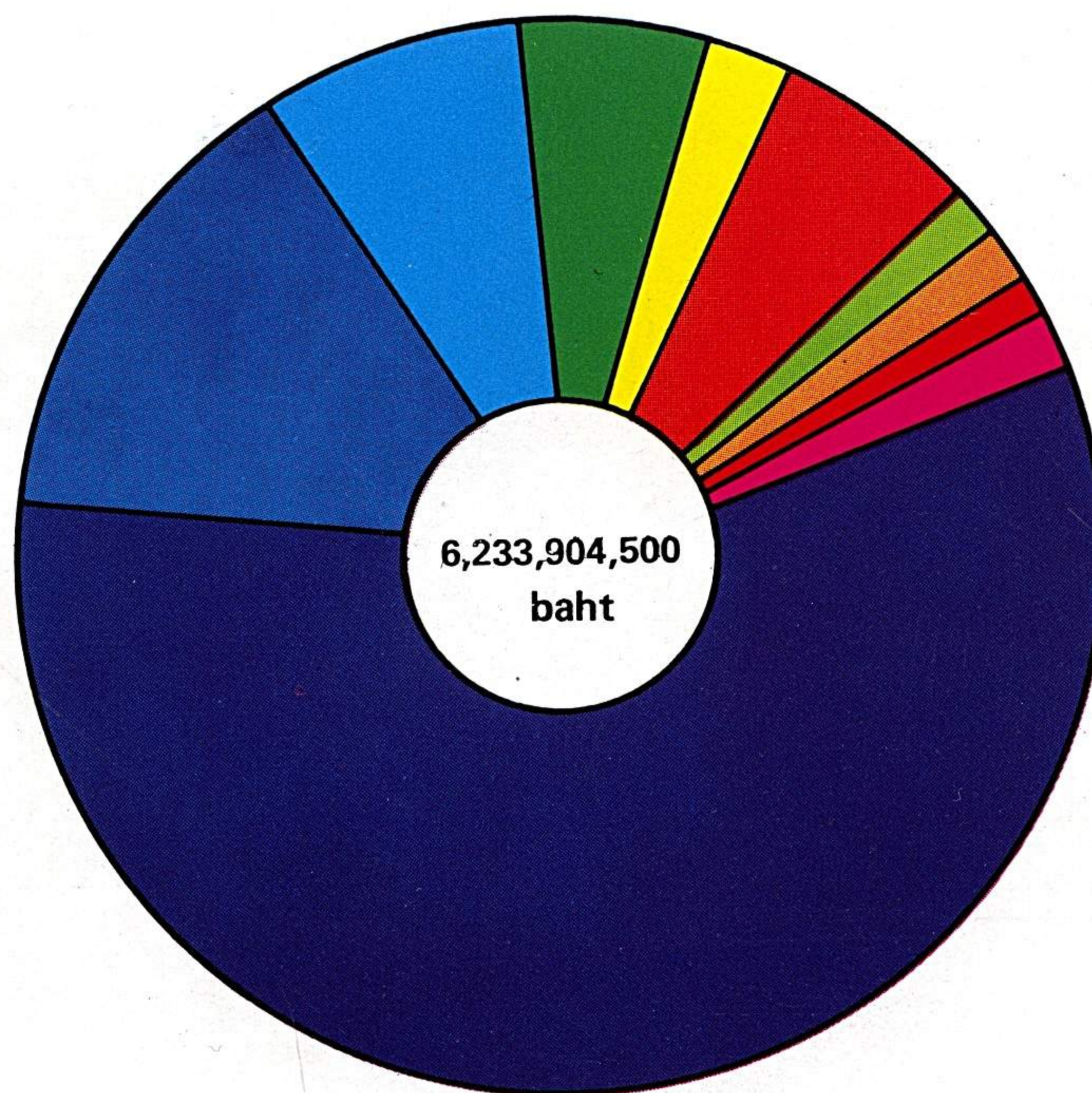
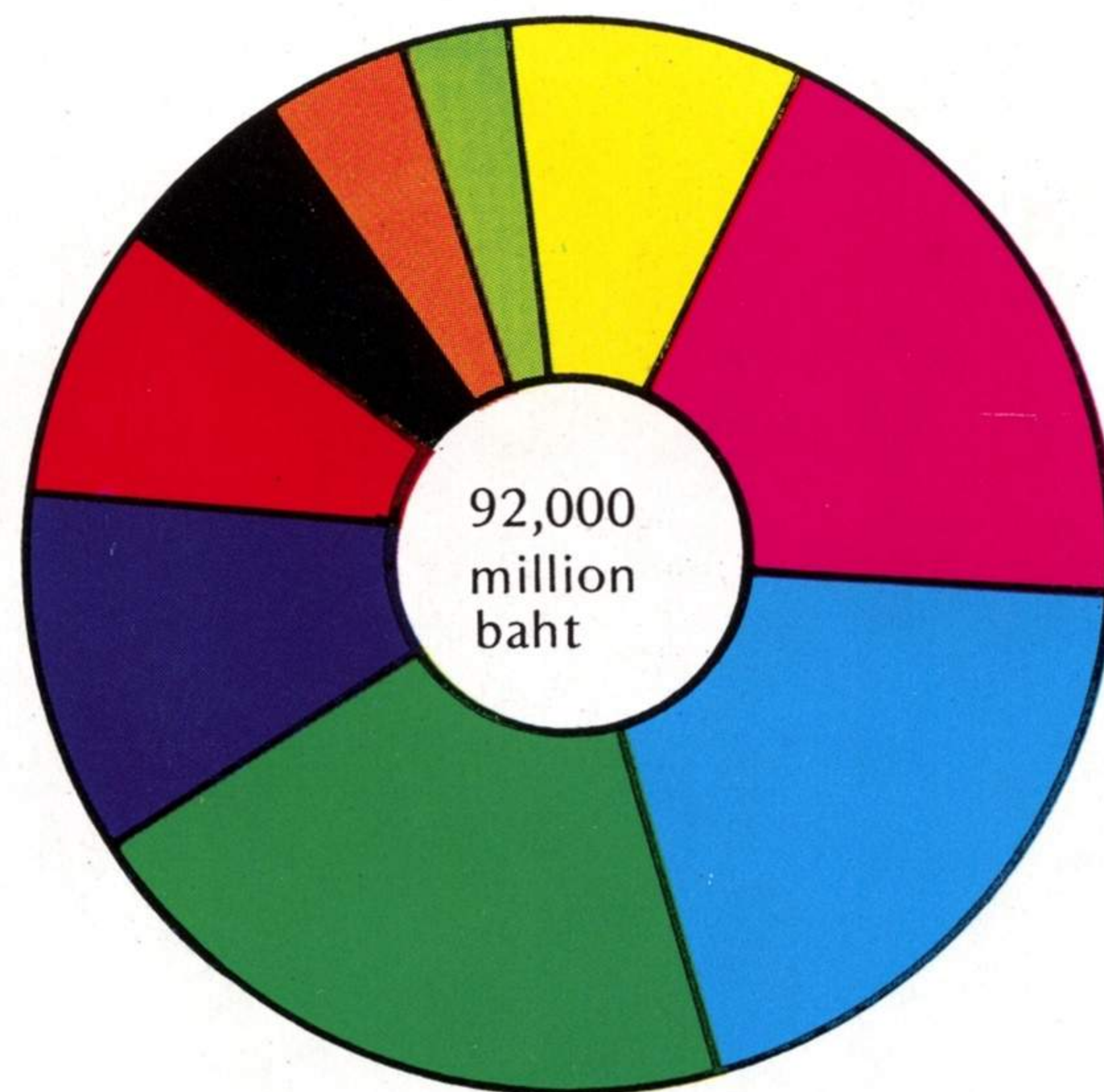




CHART 4 : BREAKDOWN OF 1979 NATIONAL BUDGET ALLOCATION



ECONOMY



INTERNAL SECURITY



EDUCATION



PUBLIC HEALTH



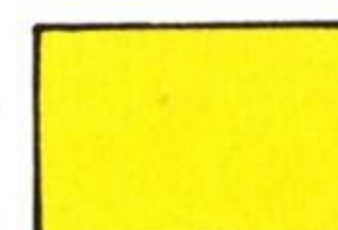
NATIONAL DEFENSE



GENERAL ADMINISTRATION



LOAN PAYMENT



OTHERS



PUBLIC UTILITIES



CHART 5 : RATIO OF ACHIEVED AND TARGET NUMBERS OF STUDENTS  
(IN PERCENTAGE) IN THE FOURTH EDUCATIONAL DEVELOPMENT  
PLAN FOR THE YEAR 1978

