

**Government of Pakistan**  
**Ministry of Education**  
**Curriculum Wing**



***National Textbook and Learning Materials Policy  
and Plan of Action***

in pursuance of the decisions taken in the Inter-Provincial Education  
Ministers' conference held on 22<sup>nd</sup> January, 2006 in Islamabad

Vide Notification No. F.8-16/2005-SSG dated 13 June, 2007

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# 1. TEXTBOOK & LEARNING MATERIALS POLICY

## 1.1 PREAMBLE

In pursuance of a decision of 9<sup>th</sup> Inter-Provincial Education Ministers' Conference held on 6<sup>th</sup> December, 2005 at Karachi, a committee was constituted to design and recommend a Textbook Policy for improvement in Textbooks and Learning Materials. The composition of the Committee and its Terms of Reference are contained in Ministry of Education's Notification No.F.8-16/2005-SSG, dated 20<sup>th</sup> December, 2005, as per Annexure - I.

The draft of the Policy prepared by the Committee was considered in 11<sup>th</sup> Inter-Provincial Education Ministers' Conference held on 22<sup>nd</sup> January, 2007 in Islamabad. In pursuance of the decision taken in the Conference, the following Textbook and Learning Materials Policy is proposed:

## 1.2 OBJECTIVE

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

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

## 1.3 POLICY STATEMENT

- (i) A well **regulated** system of competitive publishing of textbooks and learning materials shall be introduced as part of an enhanced public-private partnership in the development of education in Pakistan.
- (ii) Textbook Boards shall be transformed into competent facilitating, regulating and monitoring authorities, and shall review and help support the process of approval textbooks for use in schools in their respective areas of jurisdiction.

- (iii) A Provincial Committee duly represented by the Education authorities, Textbook Boards, private sector and others as may be considered necessary, shall be formed to select and prescribe textbooks for use in public schools in the respective province or areas of jurisdiction. Books so selected may be published by the Textbook Boards in the manner defined in 2.4(1)(i).
- (iv) The Secretary of the concerned Department of the respective province will be the mediator in case of complaints of publishers regarding handling and decisions in the process of approval of manuscripts and in the process of selection of textbooks for use in government schools.
- (v) In the case of private schools, they shall be free to use from amongst the books duly approved and certified by the respective Textbook Board.
- (vi) As part of the review and approval process, Textbook Boards shall seek a no objection certificate from Federal Ministry of Education, Curriculum Wing, which is the competent authority to certify that a particular textbook is compatible with National Curriculum.
- (vii) Federal and Provincial governments shall arrange for the Textbook Boards to provide assistance in capacity development for the national and/or Provincial publishing industry to become competitive players in an expanded education publishing market.
- (viii) Federal and Provincial Governments shall increase investments in school libraries and supplementary reading, teachers' guides, teachers training and learning materials, shall introduce reading lessons, teachers' guides and teachers training and promote a reading culture in schools and outside schools.
- (ix) An "Inter-Provincial Standing Committee on Textbook Policy" shall be established to regulate operational and procedural issues, and monitor and coordinate further implementation process. Curriculum Wing of Federal Ministry of Education shall be the secretariat for the Committee and shall be strengthened for the expanded tasks.
- (x) Implementation of the new system of regulated competitive publishing of textbooks and learning materials shall start with the introduction of revised National Curricula.

- (xi) Resource Centers shall be established at Federal and Provincial levels under the respective Textbook Boards, Curriculum Wing, and National Book Foundation with the support of the Federal Government through donor agencies. These Resource Centres will serve as a central point both for the respective government institutions and for the private sector publishers as a facility for reference and resource material and training activities. These Centres will ultimately contribute towards the enhancement of quality of textual and other learning materials produced in Pakistan.
- (xii) All stakeholders of this Policy will take necessary steps to redress the situation of piracy. Those convicted under the copyright laws for infringement of intellectual property rights shall be disqualified/debarred from participating in any activity under this Policy.

## **2. PLAN OF ACTION**

### **2.1 IMPLEMENTATION FRAMEWORK**

#### **(1) Introducing the new policy**

- (i) Curriculum Wing, Federal Ministry of Education shall inform all stakeholders in education publishing and the general public about the new policy, the stages of curriculum reform and the estimated time schedule for new textbooks to be developed based on revised National Curriculum.

#### **(2) Setting up the Inter-Provincial Standing Committee on Textbook Policy**

- (i) As laid down in Policy Statement (see 1.3(ix) above), an “Inter-Provincial Standing Committee on Textbook Policy” shall be established to regulate operational and procedural issues, and monitor and coordinate further implementation process. Curriculum Wing, Federal Ministry of Education shall be the secretariat for the Committee.
- (ii) The composition of the Committee referred to in (i) above will be as in Annexure - II.

- (iii) The Curriculum Wing will notify the Terms of Reference and Rules of Business for the “Inter-Provincial Standing Committee on Textbook Policy” on the recommendations of the Committee and in consultation with the Provincial Governments.

### **(3) Reform and capacity development of Textbook Boards**

- (i) Federal and Provincial Governments will support capacity building of the Textbook Boards for their modified facilitating, regulating, controlling and monitoring functions, including
  - setting up of review panels for review and approval of manuscripts from the publishers,
  - familiarization and exposure for Textbook Board professional personnel in the functioning of textbook systems in public-private partnership,
  - setting up of textbook and learning materials resource centers,
  - provision of training facilities for textbook and learning material development,
  - assistance in running training courses in functioning of publishing industry, copyright and legal frameworks,
  - assistance in running of training courses and provision of guidance and assistance to publishers for textbook and learning material development,
  - provision of adequate operational capacity to effectively monitor the use of learning materials in schools.

## **2.2 DEVELOPMENT OF TEXTBOOKS BY PUBLISHERS**

### **(1) Submission of Manuscripts, Review and Approval Process**

- (i) Textbook Boards will invite provincial/national publishers to register their interest or intent and specify for which subjects and grades they intend to develop and submit manuscripts.
- (ii) For subjects and grades where no letter of intent is submitted by private publishers, Textbook Boards will re-advertise, and if still no letter of intent is forthcoming, develop textbooks as per current procedures.

- (iii) Textbook Boards will establish a review panel, to review the manuscripts submitted with regards to curriculum, quality of content, presentation, language and specific provincial coverage.
- (iv) Publishers will submit their manuscripts to the Textbook Boards for review and authorization for use in the schools of the respective Province.
- (v) Textbook Boards will review the manuscript through the review committee, return it to the publisher with comments and requests for modification (if any), and receive the corrected manuscript again from the publisher for final review. The entire process is recommended to be completed within a period of 30 days.
- (vi) After necessary corrections to the satisfaction of the review committee, the Textbook Boards will submit such manuscripts to the Curriculum Wing for No Objection Certificate regarding compatibility with the National Curriculum. The Curriculum Wing will return the manuscript to the publisher through the Textbook Board for further revisions if any. The Textbook Board will thereafter re-submit the manuscript to the Curriculum Wing for final endorsement. The entire process is recommended to be completed in a period of 30 days.
- (vii) In case more than one manuscript of any given subject is approved by the Textbook Board and Curriculum Wing after following the above process, the Provincial Committee referred to in 1.3(iii) will rank the approved textbooks, according to the criteria to be specified by the Committee and select the best textbook for prescribing in the Government Schools.

## **(2) Supporting the development of textbooks by publishers**

- (i) Curriculum Wing will plan and arrange through appropriate channels for a transfer of know-how with regards to the revised curriculum and the new textbooks to institutions and programs of teacher education (pre-service) and teacher professional development (in-service).
- (ii) Textbook Boards will make available their resource centers to publishers and will arrange for training and hands-on guidance and assistance to publishers in textbook development.

- (iii) Textbook Boards will agree to provide all current textbook manuscripts to Curriculum Wing, in hard copy and soft copy, for the Curriculum Wing to prepare a complete collection, which in turn is provided back to the Textbook Boards.
- (iv) Textbook Boards will offer this package to publishers against a fee (level of fee determined by the Inter-Provincial Standing Committee on Textbook Policy). Publishers will be allowed to use the materials contained in the package as 'raw material' in the development of textbooks and school reading and learning materials under the new curriculum.

### **2.3 DEVELOPMENT OF SCHOOL READING AND LEARNING MATERIALS (OTHER THAN TEXTBOOKS) BY PUBLISHERS**

- (i) The Textbook Boards shall invite national/provincial publishers to submit manuscripts and samples of school reading and learning materials (other than textbooks) to the Textbook Boards for review and certification as 'recommended learning materials' with age-wise and grade-wise classification.
- (ii) For purchase and use of school reading and learning materials (other than textbooks) in government schools the recommendation certificate of Textbook Boards shall be binding.
- (iii) Private schools are not bound by the recommendation certificate of Textbook Boards, but are free in their decisions to purchase and use school reading and learning materials (other than textbooks).
- (iv) Federal and Provincial Governments will increase public investment and recurrent expenditure in school libraries and school educational materials, teacher resource books and guides, and will provide adequate regular budgets to schools for that matter.
- (v) Federal and Provincial Governments will support an awareness campaign for enhancement of reading culture, targeting children, parents and teachers to create increased understanding and interest in buying reading materials and other educational materials for their children.
- (vi) Textbook Boards will make available their resource centers to publishers and will arrange for training and support in capacity building of publishers in development and marketing of supplementary materials including library materials, educational



toys, graphs and charts, workbooks and teacher resource books and guides.

- (vii) Textbook Boards will support marketing of reading and learning materials through an advertisement page (or leaflet) in all textbooks and display in all schools for recommended school and general reading and learning materials, encouraging parents to buy these for their children.

## **2.4 PRINTING, MARKETING, SALE AND DISTRIBUTION**

### **(1) For the Government Schools in case of free distribution:**

- (i) After selection by the Provincial Committee referred to in 1.3(iii) the respective Textbook Boards shall purchase, from the publisher whose textbook is selected, a print license for a certain number of copies and a certain period of time or as may be considered appropriate for free distribution in the government schools through the Education Department processes.
- (ii) The Textbook Boards may allocate the printing of the selected textbook in the manner as may be considered appropriate.

### **(2) For the Government schools in case of textbooks to be purchased by parents**

- (i) Textbook Boards and Education Departments will notify the books so selected.

In this case printing, distribution and sale through bookstores is the responsibility of the publisher.

- (ii) For the Government schools under this arrangement, therefore, the Province has the multiple choice option, but the textbook chosen is then the same for all government schools. There may, however, be books from different publishers in the school, e.g. the Mathematics series from publisher X and the Social Studies series from publisher Y. Overall compatibility is given through adherence to National Curriculum by all publishers.

### **(3) For the Private schools**

- (i) Private schools decide and choose from the approved and certified textbooks by the Textbook Boards according to quality and price, and purchase textbooks directly from the publisher, i.e. printing and binding are part of the publishers business.

#### **(4) For Learning Material other than Textbooks**

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

#### **2.5 EXAMINATIONS**

- (i) Since the examinations will be curriculum based, therefore the Examination Boards may recommend multiple textbooks duly approved by the Curriculum Wing under this Policy.

#### **2.6 FURTHER DEVELOPMENT OF EDUCATION PUBLISHING**

Support activities and capacity building shall continue till adequate competitive functioning of the industry is reached. The Inter-Provincial Standing Committee on Textbook Policy shall monitor, guide and advise the Federal and the Provincial Governments accordingly.

#### **2.7 TIME FRAME FOR THE IMPLEMENTATION OF THE POLICY**

The Policy, when approved, may be implemented as soon as possible. However, the Provincial Education Departments may decide about the implementation time frame for their respective Province.

**Government of Pakistan  
Ministry of Education  
(Curriculum Wing)**

Islamabad:20th December ,2005

**NOTIFICATION**

No.F.8-16/2005-SSG. In pursuance of the decision taken in the Inter-Provincial Education Ministers' meeting held at Karachi on 6th December 2005, it has been decided to set up the following Committee to design and recommend a Text Book Policy for improvement in standards of Textbooks and Learning materials :-

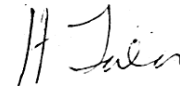
- |    |   |          |
|----|---|----------|
| 1. | The Managing Director, National Book Foundation                                 | Chairman |
| 2. | The Chairman, Punjab Textbook Board, Lahore                                     | Member ✓ |
| 3. | The Chairman, Sindh Textbook Board, Jamshoro                                    | Member   |
| 4. | The Chairman, NWFP Textbook Board, Peshawar                                     | Member ✓ |
| 5. | The Chairman, Balochistan Textbook Board, Quetta                                | Member   |
| 6. | A representative of M/s Feroze Sons Ltd.,Lahore                                 | Member   |
| 7. | A representative of Oxford University<br>Printing Press, Karachi                | Member   |
| 8. | Joint Educational Adviser, Curriculum Wing,<br>Ministry of Education, Islamabad | Member   |
| 9. | Chairman, Pakistan Publishers Association<br>Lahore.                            | Member   |

The following will be the terms of reference of the Committee:-

- Recommend a National Text Book Policy.

- Recommend an agreed overall implementation plan for development of textbook and learning materials moving towards gradual introduction of competitive country-wide textbook publishing.  
(The plan should show main steps and phases of implementation and provide options in terms of time schedule, proposed interventions and investments to allow for provincial variations).
- Make recommendations regarding a regular quality monitoring and improvement cycle between schools, Education Departments, Textbook Boards, Examination Boards and Curriculum wing.
- Propose long term capacity building measures to be introduced and institutionalized to ensure continued high quality of learning materials and textbooks developed by government and private sector.
- Design strategies to develop a sustainable partnership between the government and private sector for enhancement of the textbook and learning materials sector.
- Recommend measures to strengthen Textbook Boards for their revised role of regulating, monitoring and facilitating.
- Design and implement steps to ensure Pakistan's participation in International book and publishing fairs.

3. The Committee shall submit its report to the Federal Ministry of Education by 15th January 2006.



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C.C:  
All Provincial Education Secretaries.  
PS to E.M.  
PS to E.S.

**Composition of Inter Provincial Standing Committee**

1. Managing Director, National Book Foundation (Convener)
2. All Provincial Education Secretaries or their nominees not below the rank of BPS-19.
3. All Chairpersons of Provincial Textbook Boards and DCRD AJK
4. Joint Educational Adviser, Curriculum Wing, Ministry of Education
5. Chairperson, Pakistan Publishers and Booksellers Association or his authorized nominee.
6. One private sector publisher from each Province to be nominated by the respective Provincial Government in consultation with Pakistan Publishers and Booksellers Association and one private sector publisher to be nominated by the Government of AJK
7. Secretary, National Book Foundation (Member / Secretary)