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# *MINISTRY OF EDUCATION AND TRAINING ANNUAL REPORT*

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*2018*

*JULY 17, 2019*

*COMPILED BY THE POLICY & PLANNING UNIT*

**Table of Contents**

1.	FOREWORD FROM THE DIRECTOR GENERAL .....	3
2.	CORPORATE STRUCTURE.....	5
3.	CORPORATE OVERVIEW .....	7
	Vision .....	7
	Mission .....	7
	Objectives (Goal or Aims).....	7
4.	OVERALL PROGRESS OF ACTIVITIES AGAINST KEY OUTPUTS.....	8
5.	KEY STATISTICS .....	18
6.	HUMAN RESOURCE MANAGEMENT .....	21
7.	EDUCATION SECTOR FINANCING .....	23
	BUDGET OVERVIEW.....	23
	Recurrent Budget Ceiling Changes .....	24
	Revenue.....	25
	Assets.....	25
	RECURRENT BUDGET EXPENDITURE OVERVIEW .....	26
	Scholarship Budget Expenditure .....	26
	Payroll Budget Expenditure.....	27
	Operation Budget Expenditure .....	28
	Budget Virement .....	29
	School Grant .....	29
	Revenue.....	30
	Assets.....	32
	DEVELOPMENT BUDGET.....	32
	LIABILITIES .....	34
	2018 Outstanding Leaves .....	34
	2018 Outstanding Imprests.....	35
	2018 MoET Commitments & Contingencies .....	36
8.	OTHER ISSUES.....	37
	Portfolio legislation .....	37
	Statutory Authorities and Non statutory Bodies .....	37
	International Agreements or Commitments.....	38
	Complaints Mechanism.....	38
9.	CONTACT OFFICER.....	38

## MINISTRY OF EDUCATION AND TRAINING ANNUAL REPORT

### Tables

Table 1: Summary of Progress of Activities Against Key Outputs .....	8
Table 2: Development Partners Budget .....	24
Table 3: 2018 Supplementary Appropriations .....	24
Table 4: Total Budget Expenditure Summary (Recurrent + Development) .....	25
Table 5: MoET 2018 Total Asset Expenditure Summary .....	25
Table 6: Recurrent Budget Expenditure .....	26
Table 7: Head Count of Personnel as at Pay 26 of 2018 .....	27
Table 8: Payroll Budget Expenditure by Department .....	27
Table 9: MoET 2018 PSC Budgeted Vacancies .....	27
Table 10: MoET Summary of Operations Budget Expenditure .....	28
Table 11: MoET Internal Budget Virement .....	29
Table 12: School Grant Budget Expenditure .....	30
Table 13: Summary of Revenue Collection in year 2018 .....	31
Table 14: Asset Expenditure by Accounts .....	32
Table 15: Summary of Funding Per Activity .....	33
Table 16: Summary of MoET 2018 Outstanding Leaves by Department .....	34
Table 17: Summary of MoET 2018 Outstanding Imprests .....	35
Table 18: 2018 Commitments .....	36
Table 19: 2018 Contingent Liability .....	37

### Figures

Figure 1: Amended Organizational Structure of 2014 .....	6
Figure 2: Total number of schools in Vanuatu by school type, 2016 - 2018.....	18
Figure 3: School enrolment trend by sector levels, 2016 - 2018 .....	18
Figure 4: Pupil Teacher Ratio by ECCE, and Primary & Secondary Schools for Government Paid Teachers, by Province, 2018.....	19
Figure 5: Transition Rate from ECCE to Year 1 and from Year 6 to Year 7 in 2018.....	19
Figure 6: Transition Rate from Year 10 to Year 11 and from Year 12 to Year 13 in 2018.....	20
Figure 7: Number of certified teachers by school type and by gender, 2016 – 2018 .....	20
Figure 8: MoET Workforce by Commission .....	21
Figure 9: MoET Workforce by 2018 Pay periods.....	22
Figure 10: MoET 2018 Staff Status Update by Division.....	22
Figure 11: MoET Staff by Gender, 2018 .....	23
Figure 12: MoET 2018 Annual Budget Overview .....	23
Figure 13: Scholarship Budget .....	26
Figure 14: Payroll Budget (as per these 3 Groupings).....	27
Figure 15: Operations Budget in 3 Groupings.....	28
Figure 16: School Grant Expenditure by Donor & Recurrent.....	30
Figure 17: Donor Contributions.....	33
Figure 18: Summary Cost of MoET 2018 Outstanding of Employees with over and under 100 days Leave .....	34

## 1. FOREWORD FROM THE DIRECTOR GENERAL

Dear Honorable Minister,

I have the honor in submitting to you the 2018 Annual Report of the Ministry of Education and Training.

This report has been prepared in accordance with the guidelines for the preparation of Annual Reports referred to in the Public Service Act and related documents issued by the Public Service Commission.

2018 has been a positive year for the Ministry of Education and Training. The reconstruction recovery programs to support the rehabilitation of PAM affected school facilities (buildings, resources and equipment's) has been progressing well. The constant changes to the scope of the much needed recovery programs were addressed swiftly ensuring that affected schools benefitted from the recovery program. Much to our delight, towards the end of this financial year, most of the reconstruction has been completed.

School grants has been extended to Early Childhood Care and Education (ECCE). The ECCE grant targeted four and five year olds in attached and feeder ECCE centres in the country. In addition, secondary school fee subsidy has been paid for Years seven and eight students in government and government-assisted secondary schools.

There were also some challenges encountered. A notable challenge worth mentioning is the management of our human resources, especially the teachers. Lack of proper tools to administrate and manage the number of recruits needed has put the Ministry in a distressed situation.

The Ambae volcano disaster is another challenge the Ministry encountered. All schools on Ambae were affected, resulting in the evacuation of all students and teachers to host schools in Santo (Luganville), and Maewo Islands to continue their learning during the second and third school terms of 2018. The host-schools were also disturbed by this temporary arrangements. Fortunately, the much needed assistance was provided by our Development Partners in ensuring Temporary Learning Spaces (TLS) were set up within the host-schools and communities to accommodate the school children and teachers from Ambae schools.

Despite of these two notable challenges, the Ministry with the direction of the Hon Minister and the senior management has been able to navigate through them. Experiences encountered through these tough periods have been seen as a stepping stone to adopt, adapt and create better practices and management method for the betterment of the education and training sector.

It is also important to highlight the fact that much of the work accomplished in 2018 has been due to the prolific partnership and support from DFAT, MFAT, France, Japan, China, UNESCO, UNICEF, the European Union, the ADB and the World Bank. Much of their support has been in a form of budget support that goes towards specific activities for the MoET.

Having said these may I also take this opportunity to also thank the team of people who have worked tirelessly in realizing these changes and achievements that have taken place to date. First of all to yourself as the Hon. Minister responsible, and the past Education Ministers for not only rendering me

## MINISTRY OF EDUCATION AND TRAINING ANNUAL REPORT

your full support, but particularly for the level of wisdom expended in navigating these changes, culminating in the successes we have experienced to date.

The political advisors made the most difference in working together as a strong team in terms of unconditional support. The Directors and the Principle Education Officers (PEOs), both Principals of VIT and VITE, the CEO of the VQA, the Secretary to the TSC, the PEO's and all senior and junior staff that have all contributed in their very unique ways in realizing these positive changes.

Honorable Minister, as you are fully aware, the Ministry of Education and Training is currently going through major adjustments and I strongly believe that as these changes unfold, they will be of significant benefit, not only to the school children of Vanuatu but also to the youth and the adult population at large in the years to come.

Yours sincerely,



Bergmans Iati  
Director General, Ministry of Education and Training



## 2. CORPORATE STRUCTURE

Until 2006, the MoE's organizational structure had 5 Director Positions (Policy & Planning, Primary Education, Secondary Technical & Further Education, Administrative Services, and Vanuatu Institute of Education). In 2007, a review of the MoE organization structure was made and the 5 Director positions were reduced to 2.

The 2 Directors were responsible for the 2 Divisions, (particularly the Division of Corporate Services and the Division of Education Services). However, a later review to the structure in 2009 saw the inclusion of one more Director Position which brings the total directorate positions in the MoE structure to 3 (Director of Administration and Finance, Director of policy and planning and the Director of Education Services).

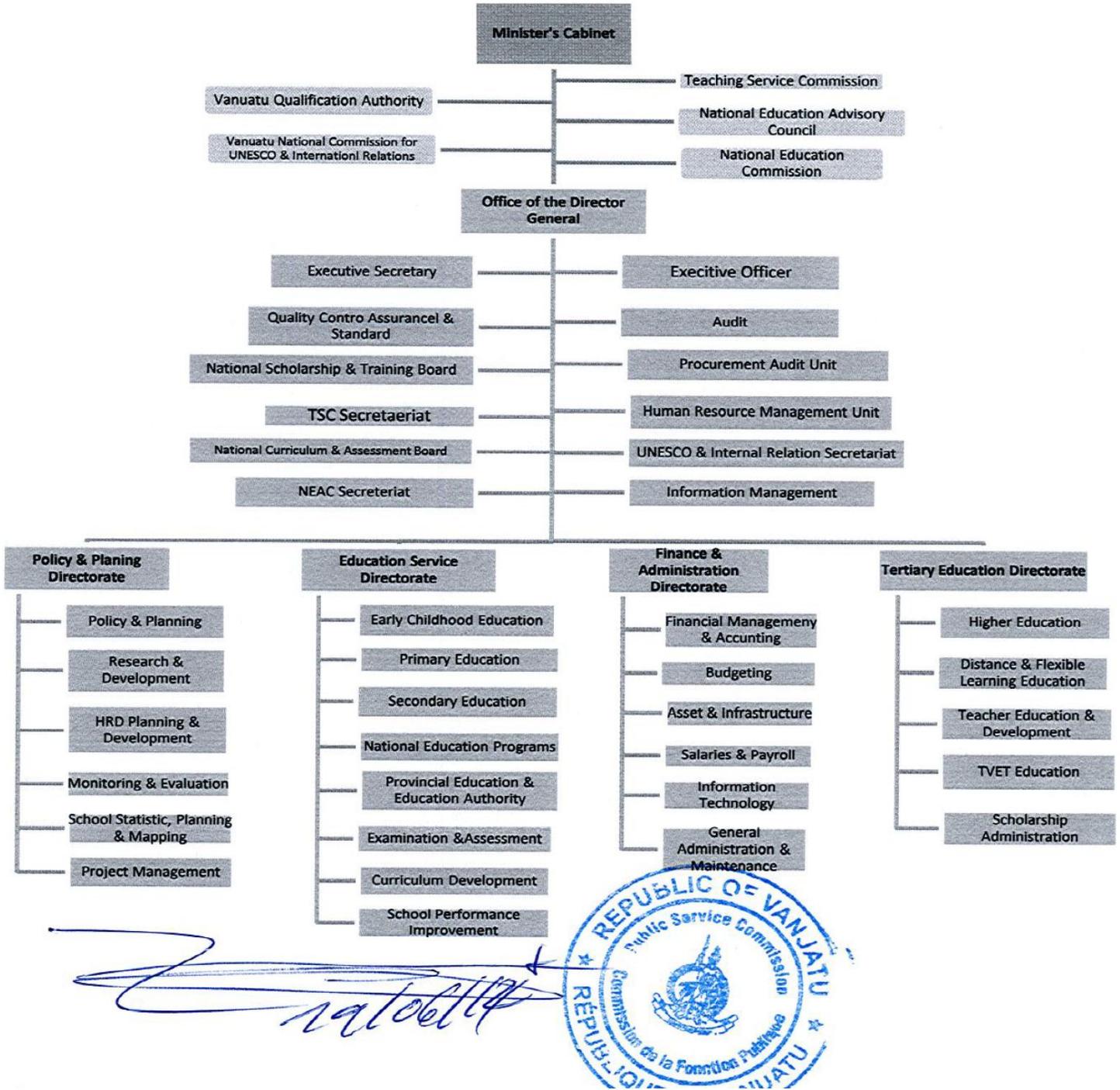
In 2014 another amendment was made in the organizational structure to cater for the new directorate position looking after all tertiary education outlets which includes a new function (TVET & Training) which previously was a function under the Ministry of Youth & Sports.

Find below is the copy of the approved 2014 MoET organizational structure. The consultation and reviewing of the MoET structure is underway. It is expected that the current review of the MoET structure will provide a better platform to ensure that, there are better alignment of the structure and the functions outlined in the revised Education legislations, to better address the current MoET policies and the MoET priorities, as outlined in the Education sector plans.

Figure 1: Amended Organizational Structure of 2014

**AMENDMENT OF THE APPROVED STRUCTURE**

**Ministry of Education and Training Capability Framework**



### 3. CORPORATE OVERVIEW

#### ***Vision***

Our vision is for a caring education system which provides every young person with the lifelong skills, values, and confidence to be self-reliant and to contribute to the development of Vanuatu, and which works in partnership with all stakeholders to provide well-managed schools.

#### ***Mission***

Our mission is to provide student-centered education that is accessible, relevant, sustainable, responsive, and of good quality, to guarantee every young person:

- Pre-school and basic education to year 10, including literacy, numeracy, life skills, and livelihood skills, respect for our history and culture, and respect for human rights;
- Expanded opportunities for secondary, technical, tertiary and higher education;
- Support for parents and communities to participate in and manage their schools;
- A well-managed and accountable education system which focuses on building the human resources of Vanuatu, improving learning, living, and working opportunities, and enabling young people to contribute to the productive sectors in both rural and urban areas.

#### ***Values***

- Students and schools first
- Transparency, fairness, equity, and respect
- Professionalism and accountability, focused on results
- Grounded in the best of Ni-Vanuatu culture and open to the knowledge of the world
- A team/ family approach

#### ***Objectives (Goal or Aims)***

The Ministry of Education has three major objectives:

- To increase equitable access to education for all people at all levels of education in Vanuatu
- Improve the quality of education
- Improve and strengthen the management of the education system

## MINISTRY OF EDUCATION AND TRAINING ANNUAL REPORT

### 4. OVERALL PROGRESS OF ACTIVITIES AGAINST KEY OUTPUTS

The Ministry of Education and Training with the support of the Vanuatu Education Support Program (VESP) has been implementing a lot of activities in 2018. The table beneath sums up the overall progress against the key out-puts of the MoET/VESP plans. *(Note that the progress beneath is structured according to both the MoET and VESP's theory of change & reporting to include reporting on progress of activities supported by both the VESP and MoET recurrent budget.)*

**Table 1: Summary of Progress of Activities Against Key Outputs**

Key Activity	Progress in reporting period (Jan – Dec 2018)	<i>Cumulative progress / way forward</i>
<b>Output 1 All school age children in K1-Yr.10</b>		
Improve school funding processes	<ul style="list-style-type: none"> <li>• Grants paid to 628 ECCE Centres (attached &amp; feeders) that benefited 20,000 children (4 &amp; 5 years old)</li> <li>• Grants paid to government and government-assisted primary schools</li> <li>• Tuition fee subsidy paid for Yrs.7 &amp; 8 students in all government and government-assisted secondary schools</li> <li>• Normal school grants paid to government and government-assisted secondary schools</li> </ul>	<ul style="list-style-type: none"> <li>• School grants code has been reviewed and consultations held with MoET staff, management team and stakeholders. Next task is to finalize the Grants Code.</li> <li>• Review of school financial management manual</li> </ul>
Inclusive Education Policy Implementation	<ul style="list-style-type: none"> <li>• Analysis report on Sign Language study completed and launched</li> <li>• IE National Plan endorsed</li> <li>• IE survey questions developed, translated into Bislama and French.</li> <li>• ToTs for disability data collection conducted to all staff of the PEO in all 6 provinces</li> </ul>	<ul style="list-style-type: none"> <li>• Recommendations from the Sign Language Study made to MoET for consideration.</li> <li>• Survey questions built into OV's training version for testing. Printing, dissemination and filling up the disability data survey questionnaire/form.</li> </ul>
Implementation of the Education in Emergency (EIE) policy	<ul style="list-style-type: none"> <li>• Education cluster members appointed and regular education cluster meetings were held mainly to coordinate responses and recovery for schools and students affected by the Ambae Volcanic eruption, including other disasters that occurred (e.g. TC Hola, etc.).                             <ul style="list-style-type: none"> <li>- Assessment were carried out for TC Hola and a compiled report sent to NDMO for immediate responds to TC Hola affected areas.</li> <li>- Coordinated assessment in Ambae, Santo and Maewo</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Education cluster meeting schedule will be reviewed and decisions made are communicated to MoET senior management for endorsement &amp; implementation.</li> </ul>

MINISTRY OF EDUCATION AND TRAINING ANNUAL REPORT

Key Activity	Progress in reporting period (Jan – Dec 2018)	Cumulative progress / way forward
	<ul style="list-style-type: none"> <li>- Repost Ambae teachers to TLS</li> <li>- Respond to the educational needs of students and teachers to ensure education continuity                             <ul style="list-style-type: none"> <li>o Coordinate with Agriculture cluster for secondary schools food ration, coordinate with WASH cluster for sanitation and hygiene materials and also for safe drinking water</li> </ul> </li> <li>- Implement COM Decision on school fee exemption to Ambae affected secondary school students and students from TC Hoha affected areas.</li> <li>• 3 schools have developed their Comprehensive School Safety Plan</li> <li>• 8% of MoET staff and 10% of staff from all the 6 PEOs attended capacity building training in EiE, DRR, &amp; CSSP</li> <li>• EiE information system developed and trialed in Maewo during Ambae volcano evacuation</li> </ul>	<ul style="list-style-type: none"> <li>• Implementation and monitoring of the CSSP</li> <li>• Capacity build MoET staff to be DRR champions</li> <li>• MoET and SCA to continue collaborations in ensuring EiE questionnaire is aligned with the OV and is user friendly during emergency situation.</li> </ul>
<b>Output 2: Infrastructure planning to support quality facilities and improved inclusive safety access to learning<sup>1</sup></b>		
School Construction Program	<ul style="list-style-type: none"> <li>• MoET and Kramer have signed off all 42 classrooms in 18 schools (Tanna)                             <ul style="list-style-type: none"> <li>- Observed defects in all 42 classrooms rectified</li> </ul> </li> <li>• OV data for all 18 VESP schools on Tanna updated.</li> <li>• 98 classroom construction works (new &amp; repaired) completed in 42 schools under the Education Recovery Program (ERP) in the following islands:                             <ul style="list-style-type: none"> <li>- Tanna: 41 classrooms in 17 schools</li> <li>- Tafea Outer Islands: 20 classrooms in 7 schools                                     <ul style="list-style-type: none"> <li>o Erromango: 10 classrooms in 4 schools</li> <li>o Aneityum: 10 classrooms in 3 schools</li> </ul> </li> <li>- Epi: 37 classrooms in 10 schools</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Completed</li> <li>• Completed</li> <li>• Completed</li> </ul>

<sup>1</sup> Progress against Output 2 derived from the final VESP I Monthly Report – November and December 2018; and the Education Recovery Project (ERP) Unit’s 2018 progress report to PRC.

MINISTRY OF EDUCATION AND TRAINING ANNUAL REPORT

Key Activity	Progress in reporting period (Jan – Dec 2018)	Cumulative progress / way forward
	<ul style="list-style-type: none"> <li>• 4 permanent double classrooms &amp; office constructed under JICA's GGP in 4 primary schools – 1 in Epi; 1 in Tongoa; 1 in central Pentecost; and 1 in South East Ambrym</li> <li>• 1 permanent double classroom constructed at Vila East Primary School with funding support from Kuwait</li> </ul>	<ul style="list-style-type: none"> <li>• Completed</li> <li>• 6 other GGP projects ongoing and progressing well</li> <li>• Classroom under retention period</li> </ul>
School Maintenance Planning	<ul style="list-style-type: none"> <li>• 18 Tanna schools have a community based maintenance plan.                             <ul style="list-style-type: none"> <li>- Training delivered to all 18 schools with MoET and Provincial staff. Manuals developed (Bislama, English, French) with schools.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• School leaders to include maintenance in their SIPs</li> </ul>
<b>Output 3: ECCE strengthened to support early years learning</b>		
ECCE Policy Implementation	<ul style="list-style-type: none"> <li>• Increase in ECCE enrolment to a total of 14,480 of 4 year olds and 8,060 of 5 year old children</li> <li>• Play Group – Presbyterian Church of Vanuatu (PCV) has delivered the Pikinini Plei Grup package in Shefa, Tafea, Sanma and Torba provinces.</li> <li>• 852 ECCE teachers received their salary by December 2018.</li> <li>• ECCE course development – Certificate IV training package developed</li> <li>• Most ECCE teachers have completed the TSC registration forms and around 60% of ECCE teacher's details are accessible in OV</li> <li>• Most ECCE Centres have paid registration fees to PEOs</li> <li>• ECCE minimum quality service standards (MQSS) developed and ToTs conducted to all SIOs and MEOs in the provincial education offices</li> <li>• Trainings on EIP conducted nationally and ECCE Centres developed their EIP</li> <li>• Parental Support Program (PSP) training conducted in Penama (Maewo &amp; Pentecost)</li> </ul>	<ul style="list-style-type: none"> <li>• ECCE policy has been advocated nation-wide and enrolments will be entered into OV annually</li> <li>• MoET through its ECCE Unit collaborates with PCV on the delivery of this program.</li> <li>• ECCE provincial coordinators are working to ensure ECCE teachers are appointed by TSC so that they are listed in the government's normal payroll.</li> <li>• ECCE Certificate IV to be delivered at VITE &amp; USP's TAFE in 2019 and ECCE BEd in 2020</li> <li>• Establish clear communications &amp; processes for registration of ECCE Centres</li> <li>• Follow-up on the EIP implementation in 1<sup>st</sup> quarter of 2019</li> <li>• PSP rollout to other 5 provinces in 2019</li> </ul>

MINISTRY OF EDUCATION AND TRAINING ANNUAL REPORT

Key Activity	Progress in reporting period (Jan – Dec 2018)	Cumulative progress / way forward
<b>Output 4: Training (pre-service and in-service) programs teachers updated to meet quality standards<sup>2</sup></b>		
Professional Development (PD) to Support New Curriculum	<ul style="list-style-type: none"> <li>• Training delivered to 19 provincial trainers</li> <li>• 285 School Principals trained in instructional leadership (Torba, Sanma, Tafea, Shefa, &amp; Malampa).</li> <li>• ISU finalised the Class Based Assessment module and will incorporate into the 2019 Gap Training.</li> <li>• ISU focused on 23 Provincial Trainers completed their RPL and on completing language training.</li> <li>• Year 2 and 3 Language Transition in 6 provinces. 34 workshops, 875 teachers trained.</li> </ul>	<ul style="list-style-type: none"> <li>• Complete</li> <li>• Complete</li> <li>• Class Based Assessment module drafted. Needs to be accredited as part of Gap Training and form part of Primary Teacher Qualification Upgrade, to commence from 2019.</li> <li>• Support to CDU to distribute the language learning materials to classrooms for Years 1-4 in time for 2019</li> </ul>
VITE Institutional Strengthening	<ul style="list-style-type: none"> <li>• Certificate IV in Vocational Education and Training (VET) is accredited by VQA to be offered at VITE</li> <li>• Delivery of online mode of external study (In-Service Diploma embedded in the Bachelor)</li> <li>• Trial of External study program Phase 2 completed and also commencement of online delivery “Effective Teaching and Learning” in Tanna for 23 teachers</li> <li>• Support provided for MoET to draft its policy and action plan on “Qualifications Upgrade for In-Service Primary School Teachers” Support for RPL with 19 Provincial Trainers underway, so they can start to RPL classroom teachers in 2019</li> </ul>	<ul style="list-style-type: none"> <li>• Need to sort out fee structure</li> <li>• Upgrade of ICT services and online study platform (Moodle)</li> <li>• Continue to support ISU to deliver this new program in January</li> <li>• Support Ministry if requested to submit policy and action plan for MoET endorsement. Support ISU to develop 2019 approach to RPL and Gap Training to undertake their role in the Primary Teacher Upgrade program. Provincial Trainer RPL completed in December.</li> </ul>
<b>Output 5: New curriculum implemented<sup>3</sup></b>		
Curriculum Implementation	<ul style="list-style-type: none"> <li>• Implementation of ECCE curriculum is progressing well and ongoing</li> <li>• 13 senior secondary syllabus completed and printed in English and</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing training for ECCE teachers, MEOs and PCs</li> <li>• Year 11 teachers in Shefa province will be</li> </ul>

<sup>2</sup> Progress against Output 4 derived from the final VESP I Monthly Report – November and December 2018

<sup>3</sup> Progress against Output 5 derived from the final VESP I Monthly Report – November and December 2018

MINISTRY OF EDUCATION AND TRAINING ANNUAL REPORT

Key Activity	Progress in reporting period (Jan – Dec 2018)	Cumulative progress / way forward
	<p>French</p> <ul style="list-style-type: none"> <li>• <i>SIOs have piloted the monitoring tool in over 40 schools.</i> The 2018 and 2019 materials are completed by CDU and in for production. All have been monitored for Inclusion.</li> <li>• <i>All 12 Teacher Guides and learning materials completed.</i> Target exceeded - distribute to MoET supported schools.</li> <li>• <i>Year 4 text books in Vanuatu</i></li> <li>• The 600 Numeracy Kits completed Final consultations on the strategy completed CDU to develop the draft</li> <li>• ISU delivering on-line course for 23 teachers in Tanna All CDU materials and audio books are on OVEMIS</li> </ul>	<p>trained in January 2019 ready for implementation</p> <ul style="list-style-type: none"> <li>• Ongoing support MoET to distribute materials</li> <li>• Support distribution before the 2019 school year</li> <li>• Provide support (VESP) in future if requested by MoET</li> <li>• Liaise with OV mangers to monitor access of primary schools to the curriculum OV pages Monitor results of ISU pilot on-line course Support required at CDU / ISU on digital materials</li> </ul>
Assessment, Reporting and Monitoring	<ul style="list-style-type: none"> <li>• Assessment, reporting and monitoring templates developed and piloted</li> <li>• 2017 VANSTA report produced and presented to MoET senior management team and officers at the MoET level. The 2017 VANSTA reports for 378 primary schools' were disseminated and available to schools via Open VEMIS.</li> </ul>	<ul style="list-style-type: none"> <li>• EAU to produce 2018 report using the new reporting format for all qualifications Common grading scale is to be determined by the finalization of the senior curriculum.</li> <li>• Produce and upload national test/exam analysis reports in Open VEMIS</li> </ul>
Language Policy Implementation	<ul style="list-style-type: none"> <li>• Year 2 and Year 3 resource books and flipcharts printed and being distributed.</li> <li>• <i>Years 3-6 dictionary with 5,500 words completed</i> <i>Years 1-2 illustrated dictionary with 1,200 words completed</i></li> </ul>	<ul style="list-style-type: none"> <li>• Contract printing with numbers to be determined by available budget</li> </ul>
<b>Output 6: SIPs and grants are monitored by provincial school improvement officers, inspectorates and auditors</b>		
Implement Basic and Secondary Education Policies	<ul style="list-style-type: none"> <li>• Primary and Secondary Education draft policies developed to the final stage.</li> </ul>	<ul style="list-style-type: none"> <li>• Final consultations</li> </ul>

MINISTRY OF EDUCATION AND TRAINING ANNUAL REPORT

Key Activity	Progress in reporting period (Jan – Dec 2018)	Cumulative progress / way forward
	<ul style="list-style-type: none"> <li>• Primary schools data collected, stored in Open VEMIS and used in decision making processes.</li> <li>• Training on SIP harmonisation conducted in PENAMA, MALAMPA and TAFEA</li> </ul>	<ul style="list-style-type: none"> <li>• Data collection training for SIOs</li> <li>• Roll out SIP harmonisation training to other provinces</li> </ul>
<b>Output 7: Scholarship support is provided to students to have access to accredit training within a Tertiary education framework</b>		
<p>Implementation of the Post School Education and Training Policy 2016-2020</p>	<ul style="list-style-type: none"> <li>• Development of scholarship policy and procedures guidelines.</li> <li>• Technical support has been provided in 2018 to the following PSET Providers to register with VQA;               <ul style="list-style-type: none"> <li>i. Vetimboso Vocational Training Center (Vanualava)</li> <li>ii. Aore Adventist Vocational Training Center (Aore)</li> <li>iii. Vaiduhu Vocational Training Center (Malo)</li> <li>iv. Timotake Vocational Training Center (Ambae)</li> <li>v. Jean Baptiste Cainas Vocational Training Center (Ambrym)</li> <li>vi. Ngafsany VTC (Malekula)</li> <li>vii. Manuapen Vocational Training Center (Tanna)</li> </ul> </li> <li>• The Drafting Instruction for the Higher Education, Training and Research Bill, Policy &amp; Plan was submitted to the State Law Office.</li> <li>• MOU/agreement established with Regional and International Universities (UT1, UNC, VUW, and TUW) for the delivery of programmes in French and English language.</li> </ul>	<ul style="list-style-type: none"> <li>• For NSTB endorsement in 2019</li> <li>• Government through MOET support Training Center with fees to TVET Unit &amp; VQA</li> <li>• Supply PSET Providers with ICT Equipment's to enable efficiency of work in implementing QMS</li> <li>• Improve communication between TED and SLO to fast track the preparation of the Bill</li> <li>• Create a language centre to address the complexity and challenge of bilingualism in Higher Education.</li> </ul>
<b>Output 8: Strengthened performance management systems (reporting against plans and standards), at all institutional levels, including appraisal of managers, principals, teachers, staff)</b>		

MINISTRY OF EDUCATION AND TRAINING ANNUAL REPORT

Key Activity	Progress in reporting period (Jan – Dec 2018)	Cumulative progress / way forward
Education Management systems implemented	<ul style="list-style-type: none"> <li>• MoET 2018 Business Plan approved by the DG and Minister in April 2018</li> <li>• 2019 Budget narrative completed</li> <li>• 57 schools were audited and 37 school audit reports produced; 2 special investigation reports produced; and 3 reports were submitted to MoET’s Audit Committee and Senior Management Team for appropriate actions.</li> <li>• National School Infrastructure Development Plan (NSIDP) onsite assessment and consultation carried out in 21 identified areas within the 6 provinces - Sanma (Malo &amp; south Santo), Tafea, (on Tanna), Torba, (on Motalava &amp; Mota and Penama (north &amp; central Pentecost), Malampa (north west/east Malekula), and Shefa (Tongoa).</li> <li>• All approved relevant and key documents (Legislation, Plans, policy documents and standards) uploaded into the Open VEMIS, the management site, and the MoET website for ease of access by MoET staff and public at large.</li> <li>• 1st awareness of the EA and School Registration Policy conducted on 21st November 2018 to the following:               <ul style="list-style-type: none"> <li>- Provincial Education Officers,</li> <li>- EA Directors / Secretaries, and</li> <li>- PEOs/Senior officers at the central level</li> </ul> </li> <li>• A round of OV provincial based trainings for all principals in all provinces has been completed</li> <li>• Provincial roll-out training funded by SPC is completed for all 6 provinces.</li> <li>• Draft ETSA completed and consultations were made to Focus groups (donors, NGOs, etc.); PEOs/managers from central level; MoET Senior Management; and Provincial PEOs between 04 – 31 October 2018               <ul style="list-style-type: none"> <li>- ETSA V3 was sent to International Education Specialist (BT) for final comments/feedbacks</li> </ul> </li> <li>• Draft VETSS 2019-2030 (V1) compiled in November to December</li> </ul>	<ul style="list-style-type: none"> <li>• Review of 2018 plan and budget (expenditure)</li> <li>• Approval of 2019 Business Plan</li> <li>• 2<sup>nd</sup> round of consultations to be undertaken in 2019</li> <li>• Ongoing task</li> <li>• The awareness to provincial education office staff and provincial government including communities has been delayed to 2019. It will be carried out together with the NSIDP consultations.</li> <li>• Continue to train and support all officers to use OV</li> <li>• Provincial-base planned and funded trainings are ongoing.</li> <li>• Finalize and produce ETSA report</li> <li>• VETSS 2019-2030 development</li> </ul>

MINISTRY OF EDUCATION AND TRAINING ANNUAL REPORT

Key Activity	Progress in reporting period (Jan – Dec 2018)	Cumulative progress / way forward
	<p>2018</p> <ul style="list-style-type: none"> <li>• MoET’s progress reporting on the Council of Ministers (COM) decisions and 10 million plus (VT) projects completed and submitted to M&amp;E Unit at the Prime Minister’s Office on April and October 2018.</li> <li>• Project Coordination Guideline has been finalized and uploaded on MoET website.</li> <li>• A total of 34 project proposals have been submitted to DSPPAC for funding.</li> <li>• 6 (out of 21) New Policy Proposals (NPP) approved by the Ministerial Budget Committee</li> <li>• Inclusive Education Policy awareness conducted in 5 schools on Tanna, 5 Schools on Santo and 1 school on Mota and 1 school on Motalava. Further awareness has been raised with Ambae and Maewo teachers on Maewo and Ambae and Santo Teachers on Santo.</li> <li>• Gender Equity in Education Policy and Child Safeguarding Policy finalized and translated into French</li> <li>• Out of school study report finalized and findings used in chapter 2 of ETSA.</li> </ul>	<ul style="list-style-type: none"> <li>- Consultations, and</li> <li>- Development of VETSS</li> <li>• 2019 COM decisions and projects (10 million VT) reporting</li> <li>• Seek funding for the awareness of Project Coordination Guideline</li> <li>• Follow up with DSPPAC for Donor assistance and support for submitted projects.</li> <li>• Unapproved NPPs resubmitted to DSPPAC for project consideration</li> <li>• Planning for the implementation of these policies: <ul style="list-style-type: none"> <li>- Inclusive education policy</li> <li>- Child safeguarding policy</li> <li>- Gender equity in education policy</li> </ul> </li> <li>• The findings of the study are and will be used as references for MoET in the development of future policies and plans.</li> </ul>
<b>Output 9: Provincial management to support service delivery at school level<sup>4</sup></b>		
<p>Devolved education service delivery to schools</p>	<ul style="list-style-type: none"> <li>• 6 provinces have a completed inspector’s manual and tools.</li> <li>• Provincial management team training completed in Shefa, Tafea, Malampa, Torba, Sanma and Pentecost (96 participants: 65 male, 31 female).</li> <li>• Devolution Milestone 25 submitted and accepted</li> <li>• Orap SSC operational for 26 schools. <ul style="list-style-type: none"> <li>- The SSC finished when power connected and MoET connect to</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Plan for the following in 2019: <ul style="list-style-type: none"> <li>- Implementation of inspectors’ manual / tools</li> <li>- Provincial management team training</li> </ul> </li> <li>• Devolution milestone (25) implementation</li> <li>• SSC facility handed over to MoET. VESP II could consider monitoring of SSC effectiveness in</li> </ul>

<sup>4</sup> Progress against Output 9 derived from the final VESP I Monthly Report – November and December 2018

MINISTRY OF EDUCATION AND TRAINING ANNUAL REPORT

Key Activity	Progress in reporting period (Jan – Dec 2018)	Cumulative progress / way forward
	their system. Three SIOs supporting the 25 schools • 1,502 teachers have their qualifications status uploaded into Open VEMIS.	2019 • The MoET data cleaning team will continue to support work of the TSC into 2019
Evidenced based policy and planning	• 4 evaluation studies completed - <b>Urban Studies</b> – completed and sent to MoET - <b>VEMIS Evaluation Survey</b> - completed and sent to MoET - <b>Inclusive Education</b> Study report finalised - <b>ISU External Study Trial</b> finalised • All VANSTA results uploaded onto OVEMIS • Grant calculator used for 2 tranches payment in 2018. • 55.4% (282/509) of all schools using VEMIS Finance module • ISU and SiU recorded PD = 167 sessions, 2,390 participants • SIPs uploaded on VEMIS (96% schools have a SIP in grants criteria).	• Completed • IE study complete, video to be provided to MoET • Draft ISU External Study completed • Upgrade grants calculator in OV • Continue to provide mentoring support to improve the school grants compliance • Continue to upload VESP funded PD and training into 2019
<b>Output 10: School leadership to support improves learning in classrooms<sup>5</sup></b>		
School Leaders Program	• Principals’ Manual draft completed for use in training, with content and main points from revised Principal’s Handbook • Trial induction in school liaison completed • SIP Phase 2 workshops complete in Malampa, Penama • Main VESP supported training for SIOs completed	• The Manual and handbook provided to all Provincial Trainers to support delivery of leadership training. • Trial SIO induction complete • SIP phase 2 to rollout to other provinces • SIOs working with schools
<b>Output 11: Community engagement to support improved quality, access and participation in schooling<sup>6</sup></b>		
School Leaders Program	• Inclusive Education Survey with 27 schools in all 6 provinces has been completed. The case study Video has been completed • Child Safeguarding materials handed to MoET Focal Point for approval. The GBV training and materials for senior managers also delivered. Translated into 3 languages	• Finalise Study for dissemination Video will be on memory stick and provided to MoET and for each school. • Support MoET disseminate Child Safeguarding and GBV policy materials to trial in Provinces

<sup>5</sup> Progress against Output 10 derived from the final VESP I Monthly Report – November and December 2018

<sup>6</sup> Progress against Output 11 derived from the final VESP I Monthly Report – November and December 2018

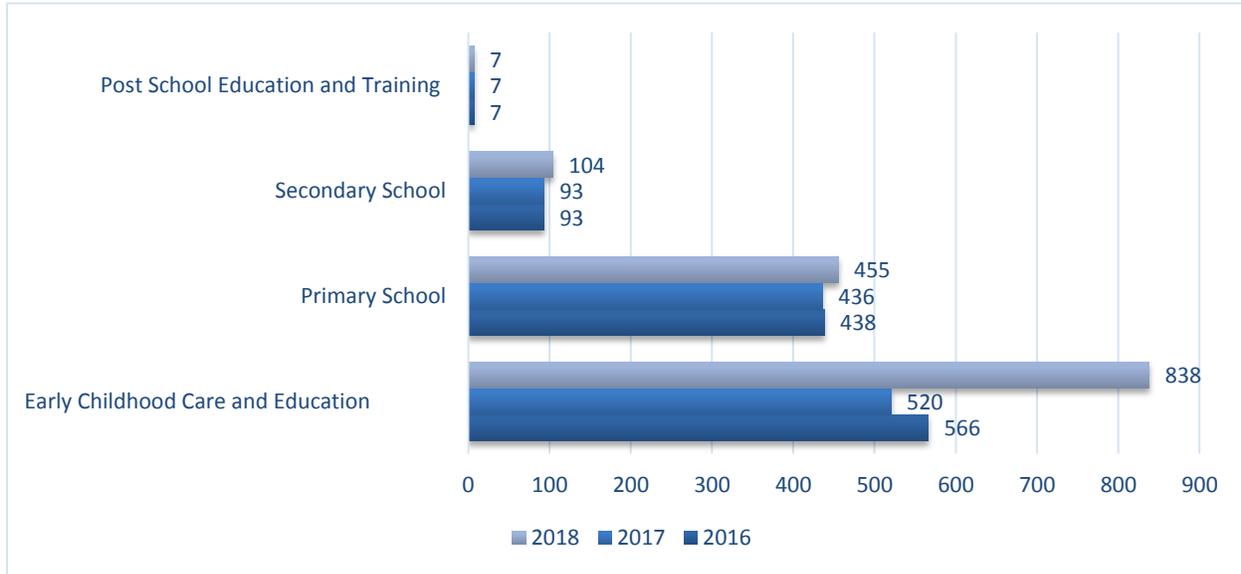
MINISTRY OF EDUCATION AND TRAINING ANNUAL REPORT

Key Activity	Progress in reporting period (Jan – Dec 2018)	<i>Cumulative progress / way forward</i>
	<ul style="list-style-type: none"> <li>• At completion, the MoET ELAC awareness raising reached total of 8,864 women: 5,469 men: and 15,117 children.</li> <li>• Training on School Community Partnership delivered to all 18 schools with MoET and Provincial staff. Manuals (Bislama, English, French) with schools.</li> </ul>	<ul style="list-style-type: none"> <li>• Final campaign was in in Santo and the campaign reached a total of 29,450 people</li> <li>• School leaders to include maintenance in their SIPs</li> </ul>
Development and implementation of a MoET communication plan	<ul style="list-style-type: none"> <li>• Draft Communication Protocol submitted to MoET</li> <li>• VESP support to MoET weekly education radio show on FM 107</li> </ul>	<ul style="list-style-type: none"> <li>• Finalize MoET’s Communication Protocol</li> <li>• Plan for weekly education radio shows in 2019</li> </ul>

**5. KEY STATISTICS**

Figure 2 shows the number of registered schools in Vanuatu from 2016 to 2018. The key information drawn from this graph is that the number of ECCE, Primary and Secondary schools have increased within the last three years (2016-2018).

**Figure 2: Total number of schools in Vanuatu by school type, 2016 - 2018**

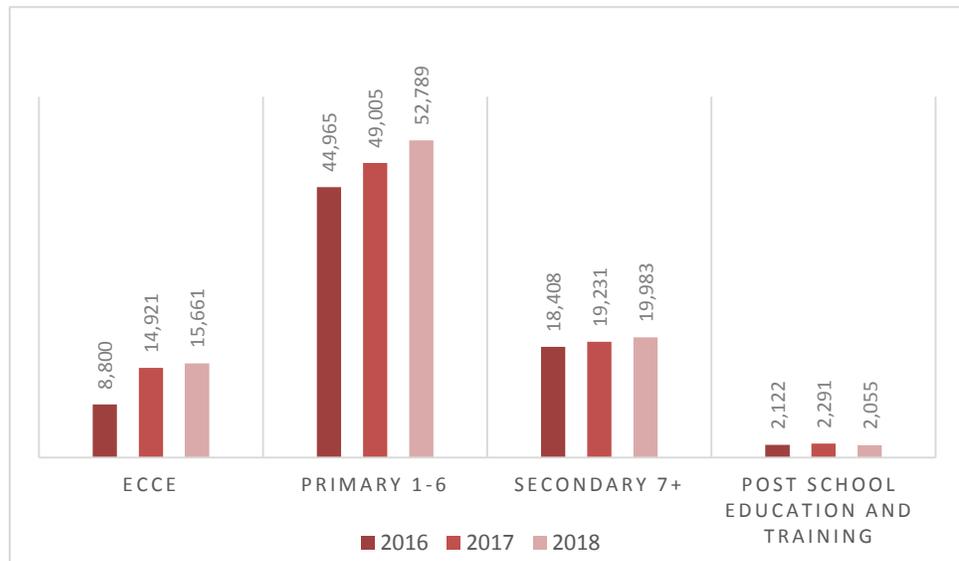


Source: MoET Annual Statistical Digest, 2016-2018

The number of Post-School Education and Training (PSET) institutions remained the same. This only includes the main PSET institutions (VIT, VITE, VNC, Police College, Agriculture College, Maritime College, & APTC) that were registered under the Vanuatu Qualifications Authority (VQA).

**Figure 3: School enrolment trend by sector levels, 2016 - 2018**

Figure 3 illustrates enrolment trend by sector level (ECCE; Primary 1-6; Secondary 7+; & PSET) from 2016 to 2018. Total student enrolment has been increasing significantly at ECCE, Primary and Secondary levels.



Source: MoET Annual Statistical Digest, 2016-2018

## MINISTRY OF EDUCATION AND TRAINING ANNUAL REPORT

There was a slight decline in student enrolment at PSET level in 2018. This may have been the impact of PSET institutions that did not meet the requirements of the Vanuatu Qualifications Framework set out and regulated by the VQA.

**Figure 4: Pupil Teacher Ratio by ECCE, and Primary & Secondary Schools for Government Paid Teachers, by Province, 2018**

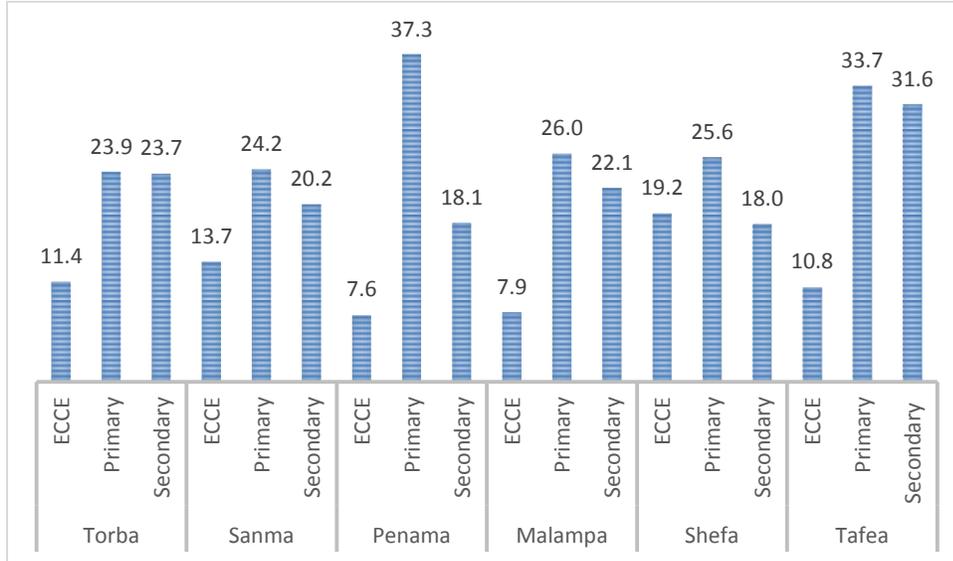


Figure 4 shows information on Pupil Teacher Ratio (PTR) for Government paid Primary and Secondary teachers, including ECCE teachers for each province.

Source: MoET Annual Statistical Digest, 2016-2018

Generally, PTR is higher in Primary schools for some provinces compared to secondary schools which are set below the required standard ratio. Given that, the standard ratio for a Primary teacher is 1:30 and Secondary teacher is 1:25. In 2018, Penama had the highest primary schools' pupil teacher ratio at 1:37 and Tafea had the highest secondary schools' pupil teacher ratio at 1:32. Shefa province had the highest pupil teacher ratio for ECCE (1:19).

**Figure 5: Transition Rate from ECCE to Year 1 and from Year 6 to Year 7 in 2018**

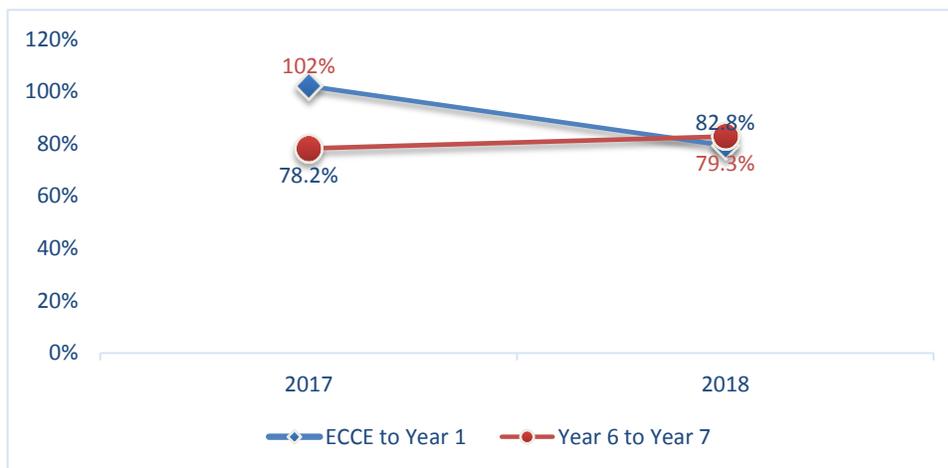


Figure 5 depicts transition rates from ECCE to year 1; and year 6 to year 7.

Source: MoET Annual Statistical Digest, 2016-2018

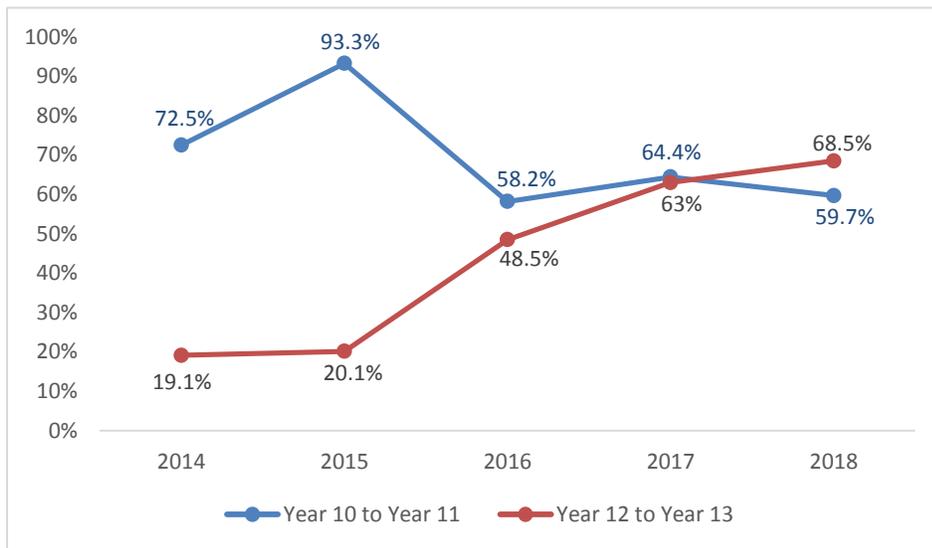
## MINISTRY OF EDUCATION AND TRAINING ANNUAL REPORT

In 2018, there was a significant decrease in transition rate from ECCE to year 1. There are several reasons to this; but the main reason could be the inconsistency of ECCE data on annual basis.

The transition rate from year 6 to Year 7 has increased by 4.6% in 2018. This could be a result of school grants for year 7 students in government and government-assisted secondary schools; as well as availability of spaces in the secondary schools.

Figure 6 shows two sets of information. Firstly, the transition rate from year 10 to year 11 showing a noteworthy decrease of 4.7% in 2018. There are several possible reasons for this decline in the transition rate; and one of them could possibly be the inadequate space at year 11, particularly in Anglophone senior secondary schools.

**Figure 6: Transition Rate from Year 10 to Year 11 and from Year 12 to Year 13 in 2018**

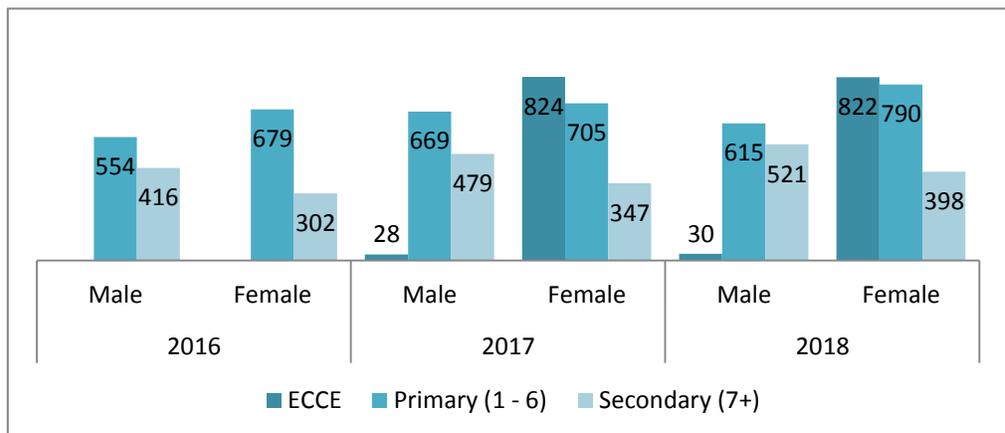


The other shows the significant increase in the transition rate to year 13 in 2018. The increase might be due to the availability of space created as a result of introducing year 13 programs in few senior secondary schools.

Source: MoET Annual Statistical Digest, 2016-2018

Figure 7 indicates the number of certified teachers by school type and gender. Certified teachers are those that were specifically trained to become teachers.

**Figure 7: Number of certified teachers by school type and by gender, 2016 – 2018**



Source: MoET Annual Statistical Digest, 2016-2018

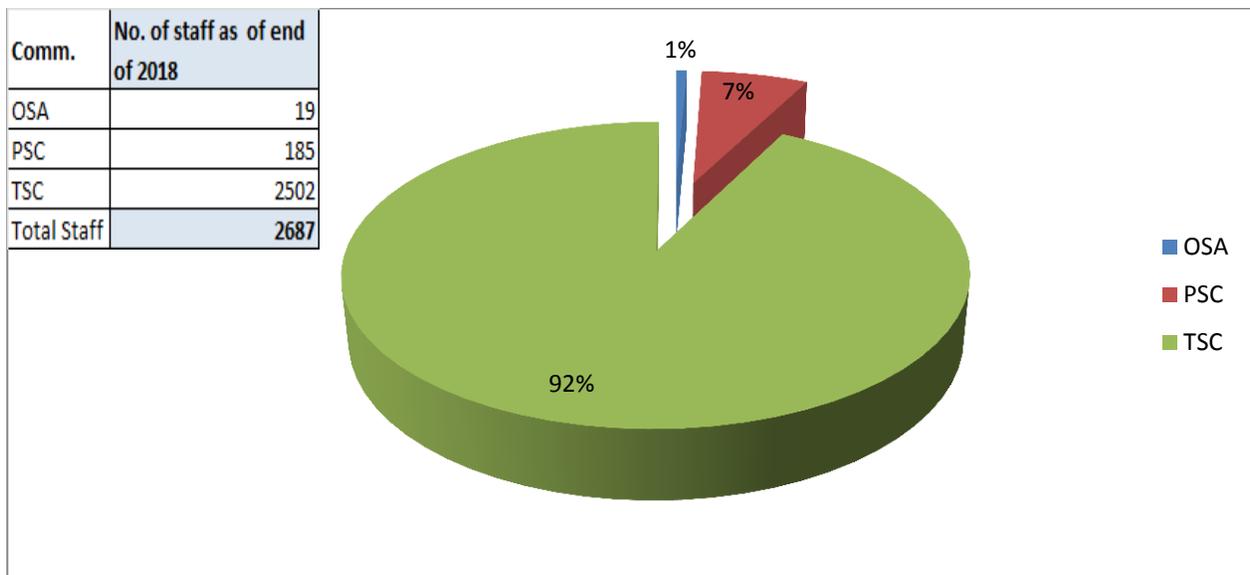
Generally, the number of certified male and female teachers for ECCE, primary and secondary levels has been increasing during the last three years (2016 – 2018).

## 6. HUMAN RESOURCE MANAGEMENT

### 2018 MoET Workforce Data by Commissions

The Ministry of Education and Training consist of 3 types of employees, those under the Official Salary Act which are under the Minister’s Office, small portion from the Public Service Commission which are mainly based in the MoET main office and provincial offices and the bulk percentage of staff are employed by the Teaching Service Commission.

Figure 8: MoET Workforce by Commission

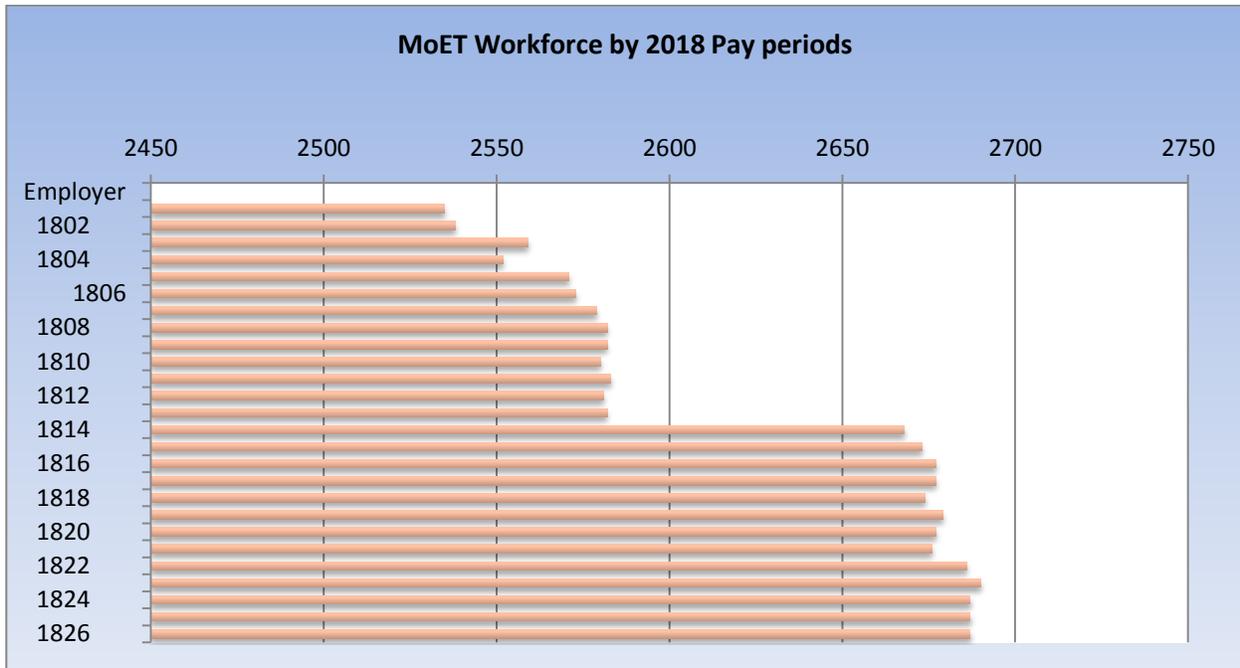


Source: Smartstream, 2018

### Human Resource employed per pay period in 2018

The short bars from pay period 1801 shows low workforce which reflects the gaps left by retirees, with a dramatic increase from pay period 1814. This indicates the increase in the recruitment of teachers into the payroll system.

Figure 9: MoET Workforce by 2018 Pay periods

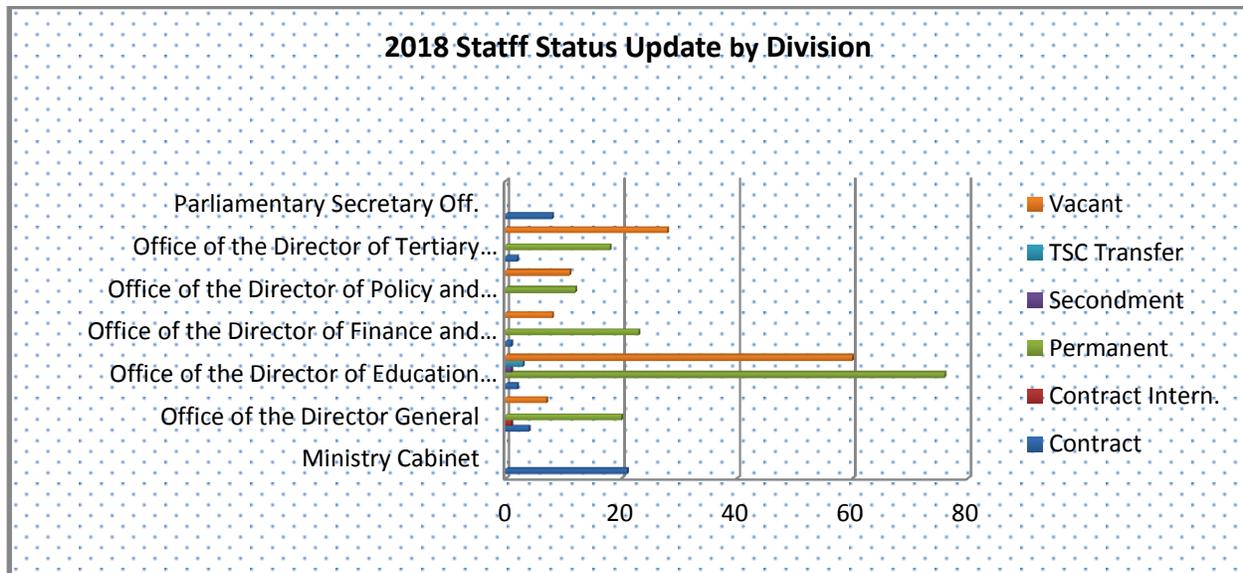


Source: Smartstream, 2018

**2018 Staff Status Update by Division**

Staff Status update below shows that most staff appointments in 2018 have been formalised into positions resulting in a high status of permanency to the position, though a significant number of positions are still vacant. Most contracts are OSA staff and retirees or additional staff with special areas of expertise.

Figure 10: MoET 2018 Staff Status Update by Division

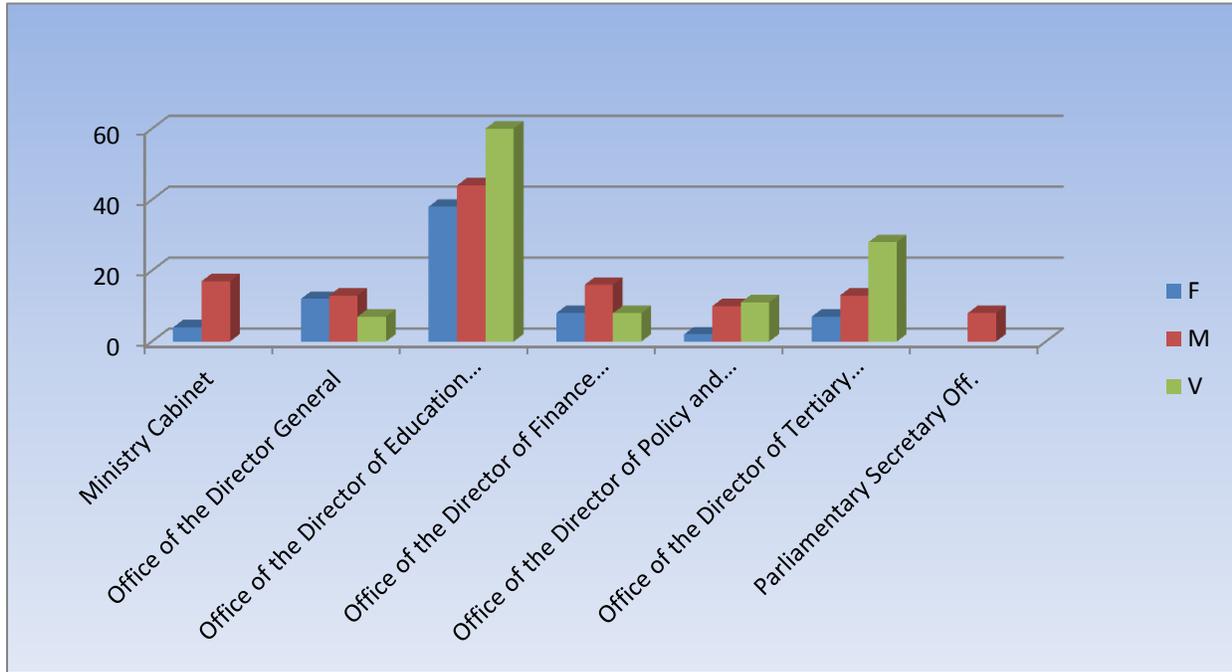


Source: MoET Human Resource Unit, 2018

**MoET Staff (PSC/OSA) by Gender, 2018**

The MoET Gender Data (PSC/OSA) below shows an overall majority of male. Education Services Division has the highest number of females compared to other divisions, even though males still dominate in each division and the Parliamentary Secretary’s Office with no females. Vacancies are still high for all divisions.

Figure 11: MoET Staff (PSC/OSA) by Gender, 2018



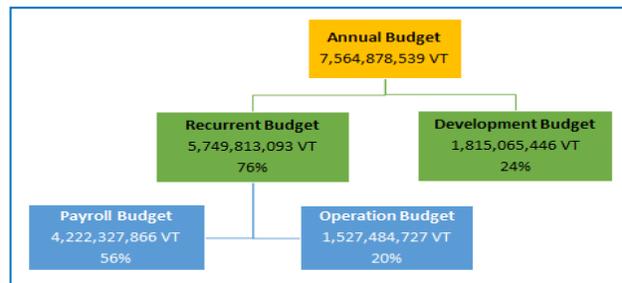
Source: MoET Human Resource Unit, 2018

**7. EDUCATION SECTOR FINANCING**

**BUDGET OVERVIEW**

The Ministry of Education & Training (MoET) continues to implement its programs and activities with technical and budget support jointly from the government and development partners in the year 2018. The MoET 2018 Budget was implemented according to the 2018 MoET Business Plan to ensure that the three important goals of *Access, Quality* and *Management* continue to be achieved annually.

Figure 12: MoET 2018 Annual Budget Overview



In the year 2018 the total recurrent budget allocation to MoET was 19% of the total annual government budget of 30 billion vatu. This 19% recurrent budget allocation to MoET is equivalent to 5,749,813,093 VT. On the other hand, as mentioned MoET also receives additional budget support from its development partners which is equals to 1,815,065,446 VT.

## MINISTRY OF EDUCATION AND TRAINING ANNUAL REPORT

All in all, as shown in figure 12, total MoET Annual Budget was 7,564,878,539 vatu. Of this total, the Recurrent Budget makes up 76% of the total and 24% of the total was the Development budget. This total annual budget was captured and managed by the government financial system, Smart Stream.

The development budget support that was provided by the Donor Partners to support MoETs on going activities in the year 2018 totals up to 1,815,065,446 VT. This budget support was derived from 90 projects that are identified to be active in the year 2018. These projects are active projects from year range beginning 2010 to 2018.

**Table 2: Development Partners Budget**

Donor Partner	Sum of 2018 Revenue	% Share of Revenue Contribution
A.D.B. Contributions	148,882,330	8.20%
Australia Contributions	1,089,471,118	60.02%
Commonwealth Contributions	5,175,250	0.29%
France Contributions	31,410,365	1.73%
Japan Contributions	120,922,933	6.66%
Miscellaneous O/S Contributions	51,415,653	2.83%
New Zealand Contributions	221,625,697	12.21%
Publications Revenue	3,168,889	0.17%
U.N.E.S.C.O Contributions	15,627,696	0.86%
U.N.I.C.E.F Contributions	87,707,503	4.83%
United Kingdom Contributions	658,012	0.04%
Vanuatu Government Contribution	39,000,000	2.15%
<b>Grand Total</b>	<b>1,815,065,446</b>	<b>100%</b>

Table 2 shows the development partners budget contribution. It shows that the Australian Government contributed majority of the budget support with a total contribution reaching 60.02%, New Zealand with the second highest with a percentage contribution of 12.21% and the Asian Development Bank with 8.20 %.

### Recurrent Budget Ceiling Changes

- As at 1<sup>st</sup> January 2018 the recurrent budget ceiling was, 5,503,334,206 VT
- As at 31<sup>st</sup> December 2018 the Appropriated budget stands at 5,749,813,093 VT
- The budget increased by 4% which is equivalent to 246,478,887 VT. This increase was the MoETs portion for the Reinstatement of the Child and Housing Allowances budget. This was a supplementary budget which was approved in two parts;
- The first Supplementary Appropriation was for reinstating of Housing and Child allowances for the month of July 2018 onwards however it was then used for back payments to January 2018. Thus the second Supplementary budget was appropriated to ensure that there is sufficient budget for child and housing allowance for all Employees till year end. See table 3.

**Table 3: 2018 Supplementary Appropriations**

#	Supplementary Appropriations	Chapter Head	Budget
1	Reinstating of Child and Housing Allowance for July 2018 onwards	51AA-MEAA-PAYR	4,426,480
		51BA-MEAA-PAYR	3,247,016
		88EA-MEJD-PAYR	3,626,683
		88FA-MEJD-PAYR	3,112,144
		53AB-MEIA-PAYR	136,474,742
2	2nd Part of the Reinstating of Child and Housing Allowance being for the months of January - June 2018 for all Employees	53AB-MEIA-PAYR	95,591,822
<b>Total Supplementary Budget</b>			<b>246,478,887</b>

## MINISTRY OF EDUCATION AND TRAINING ANNUAL REPORT

**Table 4: Total Budget Expenditure Summary (Recurrent + Development)**

Code	Description	Recurrent Budget Expenditure			Development Budget Expenditure			Total Budget Expenditure		
		Budget	Total	Remaining	Budget	Total	Remaining	Budget	Total	Remaining
510	MoE Cabinet	91,945,995	93,211,068	-1,265,073	0	0	0	91,945,995	93,211,068	-1,265,073
530	Education Service Directorate	4,923,310,074	4,896,148,565	27,161,509	462580744	288904136	173676608	5,385,890,818	5,185,052,701	200,838,117
540	Director General Directorate	53,804,460	52,192,099	1,612,361	1222973728	1351089384	186771268	1,276,778,188	1,403,281,483	188,383,629
550	Education Commissions and Councils	73,157,037	74,623,974	-1,466,937	15522851	12701154	2821697	88,679,888	87,325,128	1,354,760
820	Finance & Administration Directorate	178,503,702	178,073,227	430,475	0	0	0	178,503,702	178,073,227	430,475
830	Policy & Planning Directorate	38,447,711	38,481,161	-33,450	22485247	8681527	13803720	60,932,958	47,162,688	13,770,270
880	Tertiary Education Directorate	390,644,114	393,078,186	-2,434,072	91502876	39765110	51737766	482,146,990	432,843,296	49,303,694
	<b>Total</b>	<b>5,749,813,093</b>	<b>5,725,808,280</b>	<b>24,004,813</b>	<b>1,815,065,446</b>	<b>1,701,141,311</b>	<b>428,811,059</b>	<b>7,564,878,539</b>	<b>7,426,949,591</b>	<b>452,815,872</b>

Table 4 summarizes the big picture of the 2018 budget expenditure by departments. It shows that, as at 31<sup>st</sup> December, MoET has a favorable remaining recurrent budget of 24 million vatu. Of this total, remaining payroll budget was over 15.8 million vatu and remaining operation budget was 8.1 million vatu. So majority of the remaining budget was the unspent payroll budget due to unfilled 2018 vacancies.

On the other hand, the development budget for the 90 MoET 2018 Active Projects was 1.81 billion vatu. The total expenditure was 1.7 billion vatu and the remaining development budget balance was 428 million vatu.

This table shows that MoET has within the 2018 financial year a total budget of 7.5 billion vatu to implement its work plan. This total was made up of 76% Recurrent Budget and 24% Development Budget. And MoET has expended 98% of this total budget and has a remaining total budget of 452 million vatu.

All in all, the table shows a positive conclusion of the 2018 MoET budget story as compared to the previous years.

### Revenue

In terms of revenue, MoET collected in total revenue of 17.4 million in the year 2018 from these revenue accounts which include:

1. Teachers Licensing Fees
2. Other fees
3. Exam Levies
4. Application Charges and Recoveries
5. Government Houses Recoveries
6. Other Recoveries

### Assets

**Table 5: MoET 2018 Total Asset Expenditure Summary**

Funder	Sum of Expenditure	% of Total Asset Expenditure
Development Budget	262,580,339	86%
Recurrent Budget	42,281,370	14%
<b>Grand Total</b>	<b>304,861,709</b>	<b>100%</b>

The total expenditure on all assets, that is expenditure of all asset accounts (8E\*) totals to 304 million vatu. This total expenditure captures all asset that were bought using the *Recurrent Budget* as well as the *Development Budget*. The summary is displayed in table 5.

## MINISTRY OF EDUCATION AND TRAINING ANNUAL REPORT

This table (table 5) shows that 86% of the total Asset Expenditure were from the Development Budget because majority of this budget were focused on the constructions and renovations of classrooms in 2018. The 14% of the total was from recurrent budget and were mainly expended on Information & Communication Technology equipment's such as computers and Vehicles.

### RECURRENT BUDGET EXPENDITURE OVERVIEW

This section has collated all recurrent budget expenditure activities for operations and payroll under the Ministry which comprises of seven (7) departments: MoE Cabinet Support Services (510), Department of Education Services (530), Director Generals Directorate (540), Education Commissions and Councils (550), Administration & Finance Directorate (820), Policy and Planning Directorate (830) and Tertiary Education Directorate (880) for the financial year of 2018.

As previously mentioned, the original budget ceiling that was approved and allocated by Council of Ministers (COM) for the Ministry for the 2018 financial year was 5,503,334,206 VT. However, by the 31<sup>st</sup> of December 2018 this amount has increased to 5,749,813,093 vatu and remained as the final appropriated budget for the Ministry. The budget increased by 246 million vatu which was for the Reinstatement of Child and Housing Allowances for Teachers and Public Service Commission

**Table 6: Recurrent Budget Expenditure**

		Recurrent Budget Expenditure			
Code	Description	Budget	Total	Remaining	% Expensed
510	MoE Cabinet	91,945,995	93,211,068	-1,265,073	101.38%
530	Education Service Directorate	4,923,310,074	4,896,148,565	27,161,509	99.45%
540	Director General Directorate	53,804,460	52,192,099	1,612,361	97.00%
550	Education Commissions and Councils	73,157,037	74,623,974	-1,466,937	102.01%
820	Finance & Administration Directorate	178,503,702	178,073,227	430,475	99.76%
830	Policy & Planning Directorate	38,447,711	38,481,161	-33,450	100.09%
880	Tertiary Education Directorate	390,644,114	393,078,186	-2,434,072	100.62%
	<b>Total</b>	<b>5,749,813,093</b>	<b>5,725,808,280</b>	<b>24,004,813</b>	<b>99.58%</b>

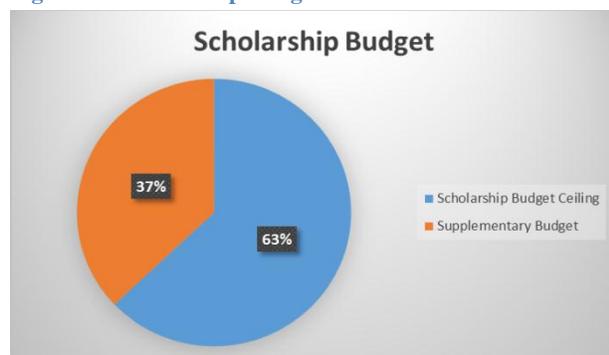
Employees for July 2018 onwards. MoETs 2018 recurrent budget makes up 19% of the total Government appropriated recurrent budget ceiling of 30,949,810,396 vatu.

Table 6 shows the summary of the Ministry's Budget allocation and Actual Expenditure by directorates / departments.

Overall, the Ministry had a favorable remaining annual budget of 24 million vatu. Remaining operations budget was 34% of this total and remaining payroll budget makes up 66% of this total. Majority of the remaining budget was from the remaining unspent payroll budget due to vacancies that were not filled in the year 2018. The table shows that MoET has expended 99% of its total budget.

### Scholarship Budget Expenditure

**Figure 13: Scholarship Budget**



Although the Scholarships Budget is an activity of the Tertiary & Higher Education Directorate, the Scholarship budget of 809,515,006 vatu is not reflected within the MoET 2018 appropriated budget. The Department of Finance and Treasury has the role of managing this budget. In 2018, 99% of this total was expended accordingly.

*(Note that of the 809 million vatu appropriated for Scholarship, 63% was within the normal budget ceiling and 37% was appropriated through a*

## MINISTRY OF EDUCATION AND TRAINING ANNUAL REPORT

supplementary budget request during the year see Figure 13)

### Payroll Budget Expenditure

The Payroll Budget makes up 66% of the total MoET recurrent annual budget. As at 31<sup>st</sup> December 2018 the Payroll Allocation report of pay period 26 of 2018, which was the last pay period of the year, shows that this payroll budget was expended on 2,686 employees, see summary details in table 7 and figure 14

**Table 7: Head Count of Personnel as at Pay 26 of 2018**

Employee Category	Count	%
Cabinet Employees	29	1%
PSC Employees	259	10%
Teachers	2,398	89%
<b>Grand Total</b>	<b>2,686</b>	<b>100%</b>

**Figure 14: Payroll Budget (as per these 3 Groupings)**

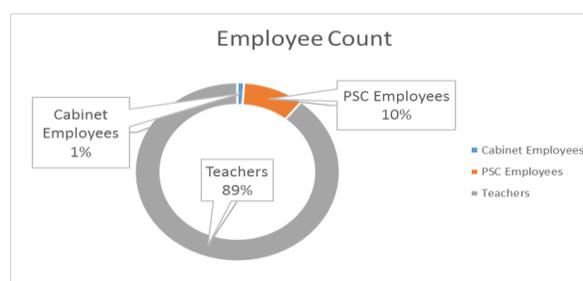


Table 7 clearly shows that Teachers (Primary + Secondary + Tertiary) makes up 89% of the total employee working under the Ministry of Education & Training. 1 % of the total employee is the Cabinet Support staffs and 10% are the Public Service Commission employees. This implies already that majority of the Ministry’s payroll budget expenditure was consumed by the teacher’s payroll alone.

In Figure 14, it shows the same payroll story depicted a pie graph by grouping employees under the same three groupings. The biggest portion of the pie which was 89% was the payroll budget for Teachers, 10% for PSC employees and 1% for the Cabinet employees.

**Table 8: Payroll Budget Expenditure by Department**

Code	Description	Budget	Total	% BGT Expensed	Remaining
51	MoE Cabinet	71,698,125	77,035,739	107.44%	-5,337,614
53	Education Service Directorate	3,703,984,468	3,677,445,482	99.28%	26,538,986
54	Director General Directorate	44,129,518	45,298,292	102.65%	-1,168,774
55	Education Commissions and Councils	20,087,696	22,053,161	109.78%	-1,965,465
82	Finance & Administration Directorate	51,344,401	51,477,992	100.26%	-133,591
83	Policy & Planning Directorate	30,522,504	31,039,192	101.69%	-516,688
88	Tertiary Education Directorate	300,561,154	302,122,423	100.52%	-1,561,269
	<b>Total</b>	<b>4,222,327,866</b>	<b>4,206,472,281</b>	<b>99.62%</b>	<b>15,855,585</b>

Table 8 clearly shows that MoET has expended 99.62% of the total annual payroll budget which is equal to 4,206,472,281 vatu. All Departments payroll budget were overspended and is evident by the red formatted cells in the second last column to the right except for department 530 – Education Services. The remaining payroll budget was mainly

due to vacancies that were not filled in the year 2018. Unfilled budgeted vacancies contributed to this remaining payroll budget because in the year 2018 MoET budgeted for 41 vacancies but of this total only 6 vacant positions were filled.

Table 9 shows MoETs 2018 PSC Budgeted Vacancies. There are 41 budgeted vacancies altogether which cost a total 74,165,628 VT. However, as at 31<sup>st</sup> December 2018 according to MoET Human Resource confirmation only six positions were filled. The total payroll cost for these six vacancies was 14,290,328 VT and so the total remaining budgeted vacancy count reduced to 35 with a remaining payroll cost of 59,875,300 VT. Majority of the

**Table 9: MoET 2018 PSC Budgeted Vacancies**

Code	Dept. Desc	vacancy Count Per Dept.	Sum of Total Payroll Cost
51	MoE Cabinet		
53	Education Service Directorate	27	44,432,288
54	Director General Directorate	3	12,645,360
55	Education Commissions and Councils	1	1,699,464
82	Finance & Administration Directorate	2	4,381,520
83	Policy & Planning Directorate	1	1,982,760
88	Tertiary Education Directorate	7	9,024,236
	<b>Total</b>	<b>41</b>	<b>74,165,628</b>

# MINISTRY OF EDUCATION AND TRAINING ANNUAL REPORT

Budgeted Vacancies were for the Education Services Directorate.

## Operation Budget Expenditure

Table 10 is a budget expenditure summary of the Ministry's operational budget:

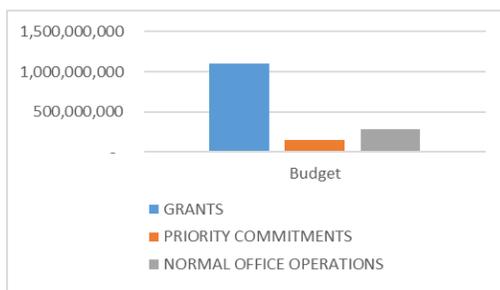
**Table 10: MoET Summary of Operations Budget Expenditure**

MOET SUMMARY OF 2018 OPERATIONS BUDGET						
#	BUDGET GROUPING	SUB BUDGET GROUPING	BUDGET	% as share of Total Operations Budget	EXPENDITURE	BUDGET REMAINING
<b>A</b>	<b>GRANTS</b>		<b>1,099,811,350</b>	<b>72%</b>	<b>1,099,486,869</b>	<b>324,481</b>
1	SCHOOL GRANTS					
		1	Early Childhood Care Education	4,000,000	3,998,333	1,667
		2	Primary School	510,279,725	510,279,725	-
		3	Secondary School	463,871,625	463,871,625	-
2	INSTITUTIONAL GRANTS					
		1	Vanuatu Institute of Technology	10,000,000	10,000,000	-
		2	Vanuatu Institute of Teacher Education	20,000,000	20,000,000	-
		3	In Service Unit	2,000,000	2,000,000	-
		4	Untrained Teachers Program (UTP)	9,000,000	9,000,000	-
		5	Vanuatu Qualification Authority	50,000,000	50,000,000	-
3	PROVINCIAL EDUCATION OFFICE (PEO) GRANTS					
		1	Torba PEO	2,642,421	2,642,421	-
		2	Sanma PEO	4,432,131	4,244,131	188,000
		3	Penama PEO	3,789,671	3,789,671	-
		4	Malampa PEO	4,799,250	4,798,880	370
		5	Shefa PEO	4,271,516	4,202,222	69,294
		6	Tafea PEO	4,065,011	3,999,861	65,150
		7	Zone Curriculum Advisors	6,660,000	6,660,000	-
<b>B</b>	<b>PRIORITY COMMITMENTS</b>		<b>169,376,350</b>	<b>11%</b>	<b>170,525,552</b>	<b>(1,149,202)</b>
1	MAINTENANCE CONTRACTS		1,984,543		273,913	1,710,630
2	TERMINATION PAYMENTS		64,766,880		68,187,670	(3,420,790)
3	ELECTRICITY UTILITIES		19,733,480		18,774,663	958,817
4	WATER UTILITIES		1,777,800		2,218,522	(440,722)
5	VAT		11,410,724		16,866,675	(5,455,951)
6	COMMUNICATIONS (+ Advertising, Internet & Satellite, Translations, Postage, Printing, Stationaries, Telephone)		17,068,839		20,127,526	(3,058,687)
9	SECURITY SERVICES		2,880,000		3,169,068	(289,068)
10	OFFICE CLEANING		1,967,790		2,642,891	(675,101)
11	VEHICLE (Repairs & Maintenance, Servicing, Additional Vehicle, Hire, Replacement)		8,010,673		3,313,039	4,697,634
12	VEHICLE FUEL		4,488,517		4,245,977	242,540
12	PHOTOCOPIERS		2,000,000		(2,765,168)	4,765,168
13	SEO CONFERENCE		2,500,000		2,500,000	-
14	OFFICIAL ENTERTAINMENT		3,294,804		9,755,725	(6,460,921)
15	REPAIRS & MAINTENANCE ( Houses / Equipments / Buildings)		7,528,789		5,423,998	2,104,791
16	CONSULTANT FEES		19,963,511		15,791,153	4,172,358
<b>C</b>	<b>NORMAL OFFICE OPERATIONS</b>		<b>258,297,527</b>	<b>17%</b>	<b>249,323,578</b>	<b>8,973,949</b>
	These are the normal office operational budget that all other cost centre used to implement their annual work plans. This budget is expended on items such as printing, travelling, stationaries, workshops					
	<b>TOTAL</b>		<b>1,527,485,227</b>	<b>100%</b>	<b>1,519,335,999</b>	<b>8,149,228</b>

Table 10 above summarizes the operational budget expenditure by 3 major budget groupings, GRANTS, PRIORITY COMMITMENTS, and NORMAL OFFICE OPERATIONS.

Based on these 3 budget groupings, it clearly shows that 72% which was also the majority of the total operations budgets are just Grants, 10% for Priority

**Figure 15: Operations Budget in 3 Groupings**



commitments and 18% shared by all the cost centers to implement the year 2018 MoET Annual Work Plan. The overspended budget accounts were shown by the red fonts. The reds imply that we spend more than the actual budget. However, MoET managed to have expended 99% of its total operation budget and has a 1% remaining operations budget of 8 million vatu. Figure 15, is another picture

## MINISTRY OF EDUCATION AND TRAINING ANNUAL REPORT

showing the operation budget share by these three groupings; Grants, Priority Commitments and Normal Office operations. The graph shows the largest bar to be the Grants, second highest is the Normal Office Operations and lastly is the priority commitments.

### Budget Virement

Virement is a terminology that the department of Finance and Treasury used to describe the movement of budget within departments or across line Ministries.

In the year 2018, all the Budget Virement occurred internally within the Ministry's cost center, activity, program and departments and there were no Virement across line ministries.

The Ministry's total worth of Budget Virement was 177 million vatu. Smart Stream recorded a total of 29 virement that were made from payroll to payroll budget accounts and operations to operations budget accounts see table 10.

In addition, these Virement were made mainly to fairly allocate the housing and child allowance budget to all departments and the Malapoa College Extension Electricity budget were vired to correct cost centers to ensure correct expenditure reporting.

**Table 11: MoET Internal Budget Virement**

Virement Type	Count	Total Budget Vired	Reason for Virement
OVER - OVER	1	8,000,000	Virement of Malapoa College Extension Electricity Budget from Education Services Cost Centre to Utilities Cost Centre
PAYR - PAYR	28	169,606,851	This is the allocation of the Child and Housing Allowance budget to all PSC Employees & Teachers within all MoET Cost Centres
<b>Grand Total</b>	<b>29</b>	<b>177,606,851</b>	

### School Grant

As per the School Grant Scheme, all government and government-assisted schools are usually paid school grants twice each year, Tranche 1 worth 60% of the total annual grant budget and is usually paid in January, while the remaining grant for Tranche 2 worth 40% be paid in July. The grant payments are only payable provided that the schools satisfy the school grant criteria's.

As shown in table 12, in 2018, the total School Grant Budget Expenditure was 1.37 billion vatu and of this total donor partners contributed 136.3 million vatu while the remaining 1.23 billion vatu was from the recurrent budget expenditure.

MINISTRY OF EDUCATION AND TRAINING ANNUAL REPORT

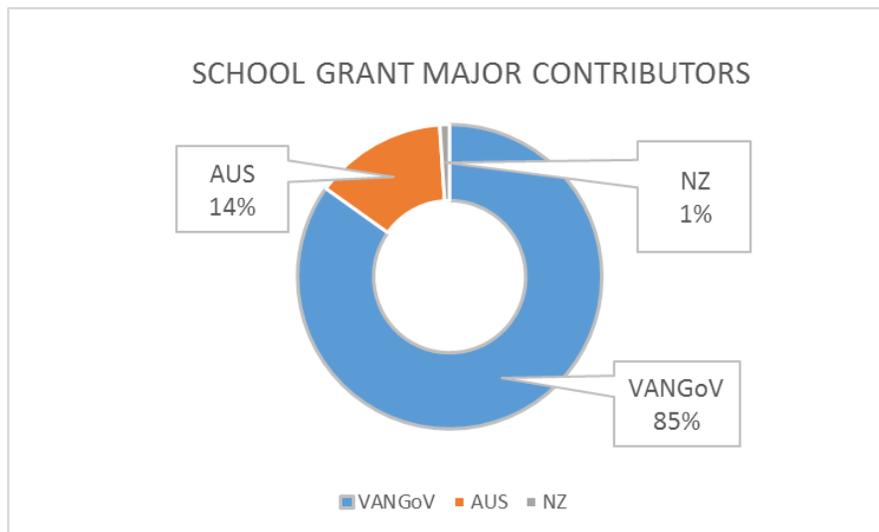
Table 12: School Grant Budget Expenditure

Year 2018 Total School Grant Budget Expenditure by Funder			
Sum of Total		Funder	
#	School Grant Type	Donor	GoV
			Grand Total
1	ECCE	107,521,200	107,521,200
2	ECCE -Teachers		147,256,250
3	PRIMARY		457,653,340
4	Response to Ambae Volcano Disaster Fee Exemption		67,962,880
5	Response to Ambae Volcano Disaster Grant	28,844,213	28,844,213
6	Response to TC Hola Disaster Fee Exemption		50,674,837
7	SECONDARY		512,241,150
<b>Grand Total</b>		<b>136,365,413</b>	<b>1,235,788,457</b>

This school grant budget expenditure affected 17,174 students and 2,974 schools in total. In addition, the ECCE Teacher Grant of 147,256,250 VT affects a total number of 855 kindergarten schools both attached and feeders.

Figure 16 shows the summary of the School Grant Budget by Donor and the VanGov Recurrent Budget. The graph clearly shows that the 85% of the total school grant Budget was from the Recurrent budget while only 15% was from the Donor Budget (14% of the total was contributed by Australia and New Zealand with 1% contributions). Table 8, shows the same Expenditure story by Donor and Recurrent.

Figure 16: School Grant Expenditure by Donor & Recurrent



**Revenue**

As previously mentioned, the Ministry collected revenues from 6 revenue accounts which includes:

1. Teachers Licensing Fees

This was the new revenue initiative from the year 2016 in which The Teaching Service Commission (TSC) has and will be continuing to collect from Teachers as all Teachers, as per TSC requirements are expected operate under a teaching license.

## MINISTRY OF EDUCATION AND TRAINING ANNUAL REPORT

### 2. Other Fees

Other fees that were collected in the year 2018 as MoET Revenue includes fees collected from Attestations, Pre-School Registration, Primary School Registration, Secondary School Registration and change Name of registered school. See total revenue collected in table below.

### 3. Exam Levies

Examination Levies is collected annually by the Examination and Assessment Unit (EAU) to cater for all national examination costs. Although the money is not directly used by the EAU for its operational expenses, the EAU sees fit to charge all examination fees at differing rates depending on the qualification level.

### 4. Application Charges Recoveries

Application Charges Recoveries are revenue collection from the Scholarships Application Forms which was charged at 2,000VT per Forms.

### 5. Government Houses Recoveries

The revenue for Government Houses Recoveries was recovered given these two situations below:

- Staffs that have been overpaid on housing allowances during employment
- Staff that are not entitled to housing allowance, but were receiving housing allowance.

### 6. Other Recoveries

There are 2 recoveries made in the year 2018, one from Malampa Provincial Education Office and the other from MoET central. The total revenue collected from these recoveries is stated in the table below.

Table 13 shows the total revenue collected in 2018 was 17 million vatu. The 16 million vatu revenue collection was still under the revenue budget by 73 million vatu. The highest revenue contribution comes from Exam Levies and the lowest from Application Charges and Government Houses Recoveries.

**Table 13: Summary of Revenue Collection in year 2018**

Account	Description	Revenue	Budget	Over/(Under)	Cash Received
	<b>Revenue</b>				
7NFL	Teachers Licencing Fees	984,197	1,687,000	(702,803)	634,197
7NFO	Other Fees	863,800	64,223,416	(63,359,616)	768,800
7NFX	Exam Levies	13,695,915	21,270,000	(7,574,085)	7,384,850
7NOA	Application Charges Recoveries	56,000	2,732,817	(2,676,817)	56,000
7NOH	Government Houses Recoveries	0	168,689	(168,689)	0
7NOO	Other Recoveries	1,801,842	0	1,801,842	152,592
	<b>Revenue</b>	<b>17,401,754</b>	<b>90,081,922</b>	<b>(72,680,168)</b>	<b>8,996,439</b>
	<b>Total Revenue and Receipts</b>	<b>17,401,754</b>	<b>90,081,922</b>	<b>(72,680,168)</b>	<b>8,996,439</b>

## MINISTRY OF EDUCATION AND TRAINING ANNUAL REPORT

### Assets

The total expenditure of assets for the Ministry as stated in page 25, and as captured in Smart Stream was 304 million vatu. The summary of asset expenditure of all assets expenditure by accounts as at 31<sup>st</sup> December 2018 are outlined in table 14:

**Table 14: Asset Expenditure by Accounts**

Asset Expenditure By Accounts	Funder	Sum of Expenditure
Buildings - New	Development Budget	96,669,134
Equipment - Additional General	Development Budget	1,825,130
Equipment - Computer	Development Budget	727,967
Furniture - Housing Furniture	Development Budget	1,225,500
Furniture - Office Furniture	Development Budget	21,868,914
Houses - New Houses	Development Budget	106,518,848
Houses - Renovation	Development Budget	31,310,846
Vehicle - Additional Vehicle	Development Budget	2,434,000
<b>Development Budget</b>		<b>262,580,339</b>
Computer & Accessories	Recurrent Budget	12,805,645
Equipment - Additional General	Recurrent Budget	5,929,335
Equipment - Photocopiers	Recurrent Budget	5,896,751
Infrastructure - Electricity	Recurrent Budget	1,205,838
Office Furniture	Recurrent Budget	2,844,740
Vehicle	Recurrent Budget	13,599,061
<b>Recurrent Budget</b>		<b>42,281,370</b>
<b>Grand Total</b>		<b>304,861,709</b>

This table shows that majority of the development budget asset expenditure was expended on the constructions of New houses / classrooms. And on the other hand More than 20 million vatu of the total development budget expenditure on assets were expended on furniture's and renovation.

In addition, over 10 million vatu of the total recurrent budget asset expenditure were expenditures on Vehicles and Computer & Accessories. Other major asset expenditures were for the Photocopiers, additional General, Office furniture's and infrastructures – electricity.

However, this does not capture and include all assets at the school level yet as smart stream does not capture expenditure at that level.

Furthermore, below are detail expenditures on Asset items purchased in the year 2018 by departments and also by Recurrent & Development Budget.

### **DEVELOPMENT BUDGET**

In addition to the MoET VanGov recurrent budget the Ministry continued to receive financial and technical support from donor partners to continue implementing the activities in the 2018 annual work plan.

The total development budget contribution received from donors in the year 2018 was 1.8 billion vatu. And of this total budget, 88% (1.60 billion vatu) was the actual expenditure and the remaining project balance was 209 million vatu.

In table 15, it shows the donor funding by each department within the Ministry. Donor funds are more concentrated more in the Education Services department such as in the construction of school buildings

## MINISTRY OF EDUCATION AND TRAINING ANNUAL REPORT

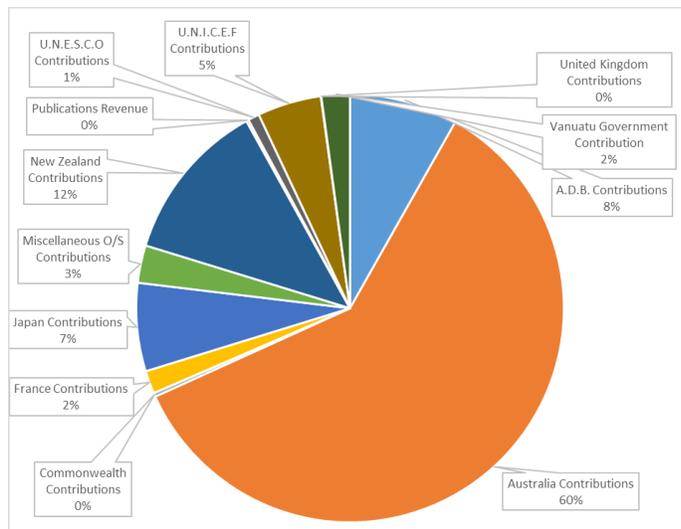
and school grants. The table shows that 78% of the Expenditure were made under the Director General department and the second highest, 18%, from the Education Services Department. Although the Directors General department has the highest % expenditure, much of these projects were related to the Education Services as much of the projects were construction and reconstruction of schools example the Japan Funded Projects of Tautu, Lenakel Harbor, Senai Primary and also the projects that funded training such as the Instructional Leadership Refresher Training.

**Table 15: Summary of Funding Per Activity**

Department	Sum of Revenue	Sum of Total	% BGT Expsnd	Sum of Balance
Education Service Directorate	462,580,744	288,904,136	18%	173,676,608
Director General Directorate	1,222,973,728	1,255,839,534	78%	- 32,865,806
Education Commissions and Councils	15,522,851	12,701,154	1%	2,821,697
Policy & Planning Directorate	22,485,247	8,681,527	1%	13,803,720
Tertiary Education Directorate	91,502,876	39,765,110	2%	51,737,766
	<b>1,815,065,446</b>	<b>1,605,891,461</b>	<b>100%</b>	<b>209,173,985</b>

The pie chart, in figure 17 shows the % budget contribution by the donor partners in the year 2018.

**Figure 17: Donor Contributions**



The pie chart in figure 6 reveals Australian Contribution at 60% which was the highest contribution compared to the rest of the donor contributions. New Zealand contributed 12%, which was the second highest followed by ADB Contributions which was 8% of the total, Japan 7%, UNICEF 5% and the remaining contribution from VanGov contributions, France, Miscellaneous, UK, Publication revenue and Common Wealth.

**LIABILITIES**

**2018 Outstanding Leaves**

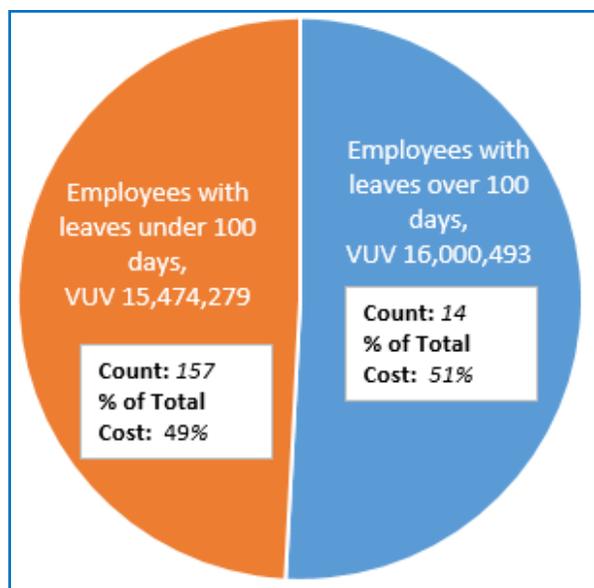
Table 16: Summary of MoET 2018 Outstanding Leaves by Department

Code	Department	Employee Count	Sum of 2018 Leave Bal	Sum of Total Cost of outstanding Leave
51	MoE Cabinet	21	287	2,202,304
53	Education Service Directorate	73	2065.16	11,584,640
54	Director General Directorate	14	168.66	1,298,052
55	Education Commissions and Councils	9	415	5,209,518
82	Finance & Administration Directorate	23	284.95	2,249,518
83	Policy & Planning Directorate	12	148.8	1,187,419
88	Tertiary Education Directorate	19	1105.05	7,743,320
	<b>Total</b>	<b>171</b>	<b>4,475</b>	<b>31,474,771</b>

Table 16 shows the total MoET outstanding leave for 2018 for all its 171 PSC & OSA employees. The table shows a total outstanding leave balance of 4,475. Majority of these outstanding leave balances are from the two biggest departments in MoET, Education Services and Tertiary Education Department. This huge outstanding leaves implies that majority of the employees under these two departments are not taking their annual leaves in the year 2018. The total costing of the 2018 outstanding leaves was 31,474,771 VT.

As far as leave management is concerned, within these outstanding 2018 leaves, there are a few employees with outstanding leaves over 100 days and are contributing to the high cost of outstanding leaves and increased liability.

Figure 18: Summary Cost of MoET 2018 Outstanding of Employees with over and under 100 days Leave



The pie graph in figure 18 shows the summary cost of employees with over and under 100 days leave. The graph clearly shows that a minority of 14 employees have an outstanding leave of over 100 days and makes up 51% of the total outstanding leave cost. On the other hand, the majority of 157 employees have outstanding leaves under 100 days and contributed a total of 49% of the total outstanding leave cost. In contrast, this graph shows that the minority of 14 employees with over 100 days' leave are contributing more to the outstanding leave cost which then contributes to increasing MOET liabilities. Leave management should be paramount in year 2019 to ensure this liability is reduced. For employees with over 100 days leave, they should be encouraged to take annual leaves to reduce their outstanding leave balances. All employees should be encouraged to take their leaves annually to reduce the outstanding leave

balances.

## 2018 Outstanding Imprests

Table 17: Summary of MoET 2018 Outstanding Imprests

MOET OUTSTANDING IMPREST SUMMARY BY CATEGORY AS AT 20-08-2018				
Sum of Employee Status	Count of Name	Sum of Total Advanced amount	Sum of Total Payment to Date	Sum of Remaining Balance
Completed Recoveries	3	510,000	530,000	-20,000
Imprest acquittal currently with MOE Finance Unit	3	1,878,100	0	1,878,100
Imprest already acquitted to MFEM	4	1,603,038	10,000	1,593,038
MOET Retired and Terminated Staff	5	1,455,413	559,900	895,513
No Longer MOET Staff	3	2,292,300	0	2,292,300
Ongoing Recoveries	1	252,500	135,000	117,500
Recommended for Salary Deduction	10	2,427,350	380,000	2,047,350
<b>Grand Total</b>	<b>29</b>	<b>10,418,701</b>	<b>1,614,900</b>	<b>8,803,801</b>

The total 2018 outstanding Imprests was 8,803,801 VT. Table 17 shows that there are 29 Imprest holders with outstanding Imprests all of which contributes to this total outstanding. These outstanding Imprests are organized into 7 categories. These categories are;

- 1. Completed recoveries:** These are Imprests that employees have not retired according to the timeframe signed off in the Imprests application form. And as a result, these Imprests have been fully (100%) recovered through salary deductions from these 3 Imprest holders. These recovered Imprests should have been cleared in the system however still appeared in smart stream as at 31<sup>st</sup> December 2018.
- 2. Imprest acquittal currently with MOET Finance Unit:** These are Imprests that are with MoET Finance unit as at 31<sup>st</sup> of December 2018 for further verification prior to submission to DoFT for clearance. There are 3 Imprest holders classified under this category.
- 3. Imprest already acquitted to MFEM:** These are Imprests already acquitted to MFEM but somehow still appearing in the smart stream report. There are 4 Imprest holders that are under this category.
- 4. MoET Retired and Terminated Staff:** These are Imprests held by retired and terminated staffs and are outstanding because they have retired, resigned or terminated without acquitting their Imprest advances. There are 5 Imprest holders under this category.
- 5. No Longer MoET Staff:** These are Imprests that are held by ex-MoET Employees, mostly the Political Appointees (PS) and are outstanding after 31<sup>st</sup> of December 2018 due to verification process. There are 3 Imprest holders under this category.
- 6. Ongoing Recoveries:** These are recoveries that are made to fully recover the Imprests that was not retired by the Imprest holder at the stated timeframe specified and signed off in the Imprest application form. The salary deduction for the employee is still ongoing after the 31<sup>st</sup> of December 2018 thus it has been categorized as an outstanding Imprests. There is only 1 Imprest holder under this category.
- 7. Recommended for Salary Deduction:** This category of Imprest holders will be forwarded to DoFT for salary deduction to recover the full Imprests as they have not honored the Imprest retired date specified in the Imprest applications form thus their Imprests are categorized as 2018 outstanding Imprests. There are 10 Imprest holders under this category.

**2018 MoET Commitments & Contingencies**

***Commitments***

A commitment is an engagement or obligation that restricts freedom of action (source; google). Whether we like it a not a commitment is an obligation, it can also be referred to as a contractual agreement that must be honored regardless within a specified time period. The VanGov Smart stream has classifieds commitments as;

1. Long term accommodation leases
2. Long term support contracts
3. Other operating leases
4. Capital works contractual commitments
5. Other

The ministry in the year 2018 has a total commitment most of which are outstanding of 2,016,144,689 VT.

**Table 18: 2018 Commitments**

<b>Commitments</b>	<b>Sum of Total Value</b>	<b>% of Total</b>
Accomodation	5,200	0.00%
Electrical Services	6,000	0.00%
Electricity Bill	2,559,133	0.13%
Payroll Entitlements	15,868	0.00%
Printing / Photocopying	34,304	0.00%
Scholarship Awards	862,180,438	42.76%
School Grant	1,119,151,350	55.51%
Severance	31,543,450	1.56%
Water Bill	648,946	0.03%
<b>Grand Total</b>	<b>2,016,144,689</b>	<b>100%</b>

The detail commitments that makes up this total outstanding is summarized in table 18;

This table summarizes all MoET commitments as at 31<sup>st</sup> December 2018.

The two major government commitments highlighted in this table was the scholarships award which makes up 42.76% of the total commitment and the school grant which makes up over half or 55.51% of the total commitments. The other commitments include outstanding severances,

outstanding utility bills (Electricity & water) and outstanding payments for printing / photocopying, electrical services and payroll entitlements.

***Contingent Liabilities***

A Contingent liability is a potential liability that may occur, depending on the outcome of an uncertain future event (source; google). The VanGov Smart stream classifies Contingent Liabilities as;

1. Guarantees and indemnities
2. Legal disputes and claims against the Government
3. Uncalled capital
4. Others

**Table 19: 2018 Contingent Liability**

<b>Contingent Liability</b>	<b>Contingent Liability Type</b>	<b>Sum of Total Value</b>
Lycee Teachers	Legal disputes and claims against the Government	63,210,806
Meta Mildred Boino	Legal disputes and claims against the Government	1,430,000
<b>Grand Total</b>		<b>64,640,806</b>

As per the above table, there are two contingent liabilities for the ministry of education as at the 31<sup>st</sup> of December 2018 both of which are legal disputes and claims against the Government. They are for the Lycee Teachers and Mildred Boino.

## 8. OTHER ISSUES

### *Portfolio legislation*

The following legislation governs the affairs of the Ministry of Education and Training:

- Education Act No 9. Of 2014
- Teaching Service Act No 30. of 2013
- Vanuatu Qualification Authority Act No 1. of 2014
- Vanuatu Institute of Technology Act No. 24 of 2001
- Vanuatu Institute of Teacher Education Act No 25. Of 2001

Other related acts includes:

- LAWS OF THE REPUBLIC OF VANUATU Consolidated Edition 2006 LEADERSHIP CODE [CAP. 240]
- CHAPTER 219 CONVENTION ON THE RIGHTS OF THE CHILD (RATIFICATION) Act 26 of 1992
- LAWS OF THE REPUBLIC OF VANUATU Consolidated Edition 2006 VANUATU NATIONAL PROVIDENT FUND [CAP. 189] Consolidated Edition 2006

### *Statutory Authorities and Non statutory Bodies*

The Ministry of Education portfolio includes the following bodies;

- Teaching Service Commission (TSC)
- Vanuatu Institute of Technology (VIT)
- Vanuatu Institute of Teacher Education (VITE)
- Vanuatu Qualifications Authority (VQA)
- National Education Advisory Council (NEAC)
  
- Curriculum & Assessment Board
- Scholarship Board

## MINISTRY OF EDUCATION AND TRAINING ANNUAL REPORT

TSC, VQA, VIT and VITE are govern by their own Acts while NEAC is a council. The other two (Curriculum & Assessment.Scholarships) have board members.

### ***International Agreements or Commitments***

The Government through the Ministry of Education has been a signatory with a number of these regional and international agencies: beneath are the agencies by which the government through the Ministry of Education is working closely with;

- University of the South Pacific
- Agence Universitaire de la Francophonie (AUF)
- UNESCO (MDG and EFA Goals – are incorporated into the MoET performance framework to address the surrounding issues
- UNICEF
- South Pacific Board of Education and Assessment (SPBEA)/Educational Quality and Assessment Program (EQAP) as a subsidiary of SPC.
- Commonwealth of learning.
- Links and engagements with NGOs and organizations in Vanuatu (World Vision, Peace Corps and JOCV.

### ***Complaints Mechanism***

The Ministry administers complaints through the office of the Director General and relates these either to the Teaching Service Commission or the Public Service Commission. Legal advice is sought from the State Law Office for all legal issues and complains. The Ministry of Education is not aware of any investigations by the Ombudsman’s Office or the Auditor General carried out during the year in relation to its operations.

## **9. CONTACT OFFICER**

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