

Human Resources and Facilities

The bureau has more than 75 staff members of whom 17 are technical staff (15 men, 2 women) mainly assigned to data collection, checking and editing, data processing and analysis. Other tasks include data entry, website development, library and documentation, desktop publishing, and training co-ordination.

The bureau has one mini computer IBM AS/400 with more than 20 PCs and some Macintosh computers. There is a Windows NT computer network system. The network system is connected to other offices. There is a separate room for the computers. The bureau has a number of dot matrix, colour and laser printers as well as a photocopier. Moreover, the bureau has a plotter, scanner and digitizer for images and map production. Internet facilities are available.

Oracle and Microsoft FoxPro are the main database software in the bureau. The bureau uses Microsoft Excel and SPSS for data analysis and Arc View for GIS applications. There is a computerized EMIS system called *EMIS for Post-Primary Education* developed by an in-house team.

The bureau has an LCD and an overhead projector as well as a training room with a capacity of 150 participants for training and workshops.

Functions and Activities

The bureau collects data on secondary, tertiary, vocational and technical education, and teacher training. Types of data include schools, students, staff, classes and classrooms, buildings and other physical facilities, teaching and learning materials, textbooks and curricula, learning achievement, education finance and in-service training. Data are normally collected annually but some are collected only occasionally/every few years.

The bureau provides training on an ad-hoc or upon-request basis. Training sessions are organized in data compilation, completion of data collection form, data analysis and computer applications. The services are available to all education offices as well as other agencies and organizations.

The bureau provides feedback to sub-national level offices in the form of reports, data and pamphlets. The bureau publishes the following publications and books for various concerned agencies.

- Bangladesh Educational Statistics (*English: Annually*)
- Education Profile (*English*)
- Educational Statistics, At a Glance (*English: Annually*)
- Institution Profile (*English : Annually*)
- Preliminary Report on National Education Survey (*Bengali*)
- Teachers Profile (*English : Annually*)
- Progress in Education for Past Four Years (*English*)
- Instruction Manual of National Education Survey (*English*)

Contact Information:

Name of the department/unit:
Bangladesh Bureau of Educational
Information and Statistics
(BANBEIS)

Name of the institute/agency:
Ministry of Education

Head of the department/unit:
Mr. Mohammad Elias Ali
Chief, Statistics Division

Address:
One 4-storied Building
1 Sonargaon Road
(Palashi-Nilkhet), Dhaka
Dhaka 1205, Bangladesh

Telephone:
(880 2) 8610067

Facsimile:
(880 2) 9665457

Email:
banbeis@bdcom.com

URL:

Contact Information:

Name of the department/unit:
Policy and Planning Division

Name of the institute/agency:
Education Department
Ministry of Health
and Education

Head of the department/unit:
Mr. Tenzin Chaoeda
Chief Planning Officer

Address:
Post Box - 612, Thimphu
Thimphu
Bhutan

Telephone:
(975 2) 325183

Facsimile:
(975 2) 325183

Email:

URL:

Human Resources and Facilities

The division has 10 staff members of whom 6 are women. There is no information available on staff assignments for the division's activities.

The division has 7 computers networked together using Windows Workgroups. The staff has access to the Internet. Printing and photocopying facilities are available.

Microsoft Excel is the main software used in day-to-day operations. There is no GIS software. No computerized EMIS software has been developed to date.

No training facilities seem to be available.

Functions and Activities

The division collects data for all levels of education (pre-primary, primary, secondary, tertiary, vocational and technical, teacher training and non-formal education). Types of data include schools, students, staff, classes and classrooms, school buildings and other physical facilities, and teaching-learning materials. Data are collected annually.

The division does not provide training activities.

The division produces annual reports to provide feedback to the provincial level. The division publishes the following titles:

- Annual Statistical Report (*English: Annually*)
- Policy Guidelines Report (*English: Annually*)

Human Resources and Facilities

The EMIS Centre is the main institution for compilation and dissemination of education statistics for Cambodia. This centre has 13 staff members, 5 of whom are women. Out of 6 technical staff, there are 2 women. The main tasks of the centre are data collection, checking, data entry, data processing and producing reports. Both male and female staff members are involved in all of these activities.

The centre is equipped with both PCs and Macintosh computers. There are more computers than staff. There are 4 laser and 3 colour printers; a scanner and copier indicate that the unit is able to facilitate the output required by various administrative levels.

Although the centre has a Local Area Network (LAN) using Windows NT, it is only available within the centre. Moreover, there is no separate computer room for better maintenance and security. The unit has Internet access via phone lines using modems.

The centre is using Microsoft Access, Excel and Visual Dbase for developing and maintaining data while Excel and SPSS are the main software used for data analysis and report production. Moreover, the centre uses both MapInfo and Arc View GIS software for school mapping. The centre is using various software packages to accomplish various tasks, but no integrated computerized EMIS software has been developed yet.

The centre has an LCD projector, overhead projector and a meeting room for 30 persons that can be used for training.

Functions and Activities

The unit's main functions are data collection, data processing and providing the relevant outputs to various users. Although the centre used to collect data from all education levels (pre-primary, primary, secondary, tertiary, vocational and technical, teacher training and non-formal education), starting from 1999-2000 it is mainly responsible for consolidating the data from the various departments concerned. The data are collected annually. The centre collects data on schools, students, staff, classrooms, school facilities and buildings, school curricula and school finance.

The centre regularly provides training in data compilation procedures, data analysis and computer applications to central and sub-regional level staff and other education related offices.

The centre has produced various annual reports, data sheets and pamphlets/maps as outputs and feedback for various users. Among them, some of the main publications and materials are as follows:

- Education Statistics and Indicators: Whole Kingdom and By Province (*English/ Khmer: Annually*)
- Education Statistics and Indicators: by Province (*English/ Khmer: Annually*)
- Education Statistics and Indicators for Cluster Schools by Province (*English/ Khmer: Annually*)

Contact Information:

Name of the department/unit:
EMIS Centre

Name of the institute/agency:
Department of Planning
Ministry of Education,
Youth and Sports

Head of the department/unit:
Mr. Pong Pitin
Chief of Office

Address:
169 Norodom Blvd
Chamcar Morn
Phnom Penh, Cambodia

Telephone:
(855 2) 3211603

Facsimile:

Email:
emis@connect.com.kh

URL:

- Situation of Textbook Distribution by Cluster School: by Province (*English/Khmer: Annually*)
- Basic Information of Schools (1999-2000) (*English: Annually*)
- Education Indicators Pamphlet 1996-1997 (*English/Khmer*)
- Education in Cambodia Wall Paper (*English/Khmer*)
- Graph: Education in Cambodia (1980-1999) (*English*)
- Schools and Clusters 1998-1999 by District (map) (*English*)
- Schools and Population in Cambodia 1998-1999 (map) (*English*)

Human Resources and Facilities

The division has 11 staff members (8 men and 3 women) of whom 6 are technical staff. The staff members are mainly assigned to project development, research, data processing, training, website development, and school mapping. The female staff members are mainly assigned to data collection, data checking and data entry.

There are adequate computers for the staff in the division. The division has a number of computers using Chinese versions of the operating systems. The division's computers are connected by a network system using UNIX. The network is accessible from other offices. Internet facilities are also available. A number of laser printers are available for document printing.

The division mainly uses Microsoft Excel for databases as well as data analysis. The staff also uses Microsoft FoxPro for databases and SPSS for data analysis. GIS software is not used yet. There is a computerized EMIS system developed by an in-house team. There are no training facilities in the division.

Functions and Activities

The division collects data from all education levels (pre-primary, primary, secondary, vocational/technical, teacher training and non-formal education). Data on schools, students, staff, classes/classrooms, school buildings and physical facilities, and education financing are collected annually while data on teaching-learning materials, curricula and textbooks, community participation and in-service training are collected occasionally.

Regularly the division conducts training in data collection and compilation, statistics and data analysis, computer training and application, and survey methods. Training is provided to education-related personnel at central as well as sub-national levels.

The division publishes annual reports for officials at the provincial level. The information is provided to other users upon request. The division produces the following publications:

- Educational Statistical Yearbook for China (Chinese/English: Annually)
- Essential Statistics of Education in China (Chinese/English: Annually)

China

Contact Information:

Name of the department/unit:
Statistics Division

Name of the institute/agency:
Development and
Planning Department
Ministry of Education

Head of the department/unit:
Ms. Lin Zhihua
Director of Statistics Division

Address:
No.37 Damucang Hutong
Xidan
Beijing 100816, China

Telephone:
(86 10) 66096466

Facsimile:
(86 10) 66020442

Email:
Linzhhua@moe.edu.cn

URL:

China

(Macau Special Administrative Region)

Contact Information:

Name of the department/unit:
Organization and Information
Division

Name of the institute/agency:
Educational Studies and Resources
Department
Education and Youth Affairs
Bureau

Head of the department/unit:
Kuok Heng Kei
Department Head

Address:
No. 31, 3rd Floor, Rua Formosa
Special Administrative Region
Macau, People's Republic of China

Telephone:
(853) 355573

Facsimile:
(853) 355578

Email:
webmaster@dsej.gov.mo

URL:
www.dsej.gov.mo

Human Resources and Facilities

The division has 17 staff members (11 men and 6 women), all of them technical staff. There is no information available concerning staff assignments, duties or responsibilities.

The division has computers with various operating systems: PC, Macintosh and UNIX. A computer network system has been installed in the division using a mix of Windows Workgroups, Windows NT and Novell network operating systems. The network is connected with other offices and departments. There is a separate room for the computers. Internet facilities are available. The staff is well equipped with an adequate number of printers, plotters, scanners and photocopiers.

The division uses Microsoft Access, FoxPro, Dbase, Oracle and Excel for databases and Microsoft Excel and SPSS for data analysis. GIS software is not yet utilized. The division has a computerized EMIS system called *Education Information System*, developed by an in-house team.

Regarding the training facilities, the division has LCD and overhead projectors, as well as a training room that can accommodate 60 participants.

Functions and Activities

The division collects data on pre-primary, primary, secondary, vocational/technical education, and teacher training. Data on schools, students, staff, classes and classrooms, curricula and textbooks, learning achievement, education financing and in-service training are collected annually. Data on school buildings and physical facilities, teaching-learning materials and community participation are compiled only occasionally.

Upon request, the division provides training programmes on data compilation procedures, data collection form explanation, and computer applications to central-level offices as well as other concerned agencies and institutions.

Upon request, the division provides feedback to schools in the form of data, data sheets and pamphlets. The division produces the following publications and books:

- Education Figures (Chinese/Portuguese: Annually)
- Education and Training Figures (Chinese/Portuguese: Annually)
- Macau Schools - School History, Physical Facilities (Chinese/Portuguese)

Human Resources and Facilities

The unit has a total of 9 staff members of whom 2 are women. They mainly work in training, data processing and analysis. Some of them are also involved in project development, data checking and school mapping.

The unit has 10 PCs. The computers are connected with a computer network system using Windows Workgroups. The network can be accessed only within the office. There is a separate computer room. The unit has printers (colour and laser) and a photocopier for document production. Internet facilities are not yet available.

Microsoft Access, Excel and Dbase are used for data management while Microsoft Excel and SPSS are used for data analysis. There is no GIS software being used at this time. The unit uses an EMIS software that was developed by an in-house team that utilizes Microsoft Access 97.

There is no LCD projector but overhead projectors are available for training. Training rooms with a maximum capacity of 40 participants are available.

Functions and Activities

The unit collects the data from pre-primary, primary and secondary levels. Collected data items include schools, students, staff, classes and classrooms, buildings, other physical facilities, teaching-learning materials, curricula and textbooks, learning achievement, education financing, community participation, and in-service training. All data are compiled annually.

On an ad-hoc basis, the unit provides training in data compilation procedures, statistics and data analysis. These training programmes are offered to various administrative-level (central, regional) education services and related offices.

Upon request, the unit provides feedback via annual reports to officials at sub-national levels as well as the school level. The unit also produces the following publication:

- Ministry of Education Annual Report (English: Annually)

Fiji

Contact Information:

Name of the department/unit:
Statistics Unit

Name of the institute/agency:
Research and Development Section
Ministry of Education

Head of the department/unit:
Mr. Filipe Jitoko
Principal Education Officer

Address:
Quality House, Gorrie Street
Suva, Rewa
Fiji

Telephone:
(679) 314477

Facsimile:
(679) 308361

Email:

URL:

Contact Information:

Name of the department/unit:
Planning, Monitoring and Statistics
Division

Name of the institute/agency:
Department of Secondary
Education & Higher Education
Ministry of Human Resource
Development

Head of the department/unit:
Shri Mohan Francis
Deputy Secretary (P)

Address:
C-535 Shashtri Bhawan
New Delhi - 1
Dr. Rajendra Prasad Road
New Delhi 110001, India

Telephone:
(91 11) 3385915

Facsimile:
(91 11) 3381355

Email:
stats.edu@sa.nic.in

URL:
www.education.nic.in

Human Resources and Facilities

The division has 13 male and 6 female staff members. Out of these 10 men and 2 women are technical staff members. Most of the technical staff are assigned to project development, data collection, checking and editing.

Although the division has computers, the number of computers is much less than the number of staff members. There is a computer network system in the division that utilizes Windows NT. The network is connected to other offices. Printing and photocopying facilities as well as access to the Internet are available.

Microsoft Excel is the main software package for the division's database management and data analysis tasks. There is no utilization of GIS software. In addition, no computerized EMIS software is being used.

The division does not have facilities for providing training.

Functions and Activities

The division collects and compiles data from various education departments to produce publications. Compiled data include information from pre-primary, primary, secondary and tertiary levels, as well as vocational and technical education, teacher training and non-formal education. Areas include schools, students, staff, classes and education financing. The data are compiled annually.

The division provides training in data compilation, data collection, data analysis and computer applications such as Microsoft Access, Excel, how to use the Internet and E-mail. The training is mainly offered to the central-level education offices.

The division produces various publications, databases, data sheets and pamphlets and sends them to the sub-national and other concerned agencies as feedback. The following are the publications produced by the division:

- Handbook of Educational & Allied Statistics (English: Occasionally)
- Selected Educational Statistics - 1998-99 (English: Annually)
- Results of High School & Higher Secondary Examinations - 1997-98 (English: Annually)
- Distance Education in India 1997-98 (English: Annually)

Human Resources and Facilities

The Centre for Education Statistics, Office of Educational Research and Development, is one of the main units that collects and disseminates education information in Indonesia. There are more than 30 staff members. Most of the technical staff is assigned to research, data collection, training, website development and school mapping.

The centre has a computer network that utilizes Windows NT and is connected to other departments and offices. Internet facilities are available. Details about computing facilities such as availability of mainframe/mini computer, or the number of computers, printers and scanners were not reported.

The centre uses Microsoft Access and Excel for data compilation and analysis. Moreover, the centre reported the use of GIS software. There is a computerized EMIS software developed for data entry, analysis and producing reports built by an in-house development team.

There are a number of LCD and overhead projectors for training purposes but information on availability of training rooms and their capacity was not reported.

Functions and Activities

The unit annually collects and compiles data for pre-primary, primary and secondary, tertiary, vocational/ technical, and non-formal education. Data items include schools, students, staff, classes and classrooms, buildings and facilities, curricula and textbooks, and education financing.

The centre regularly provides training in data compilation procedures, education data analysis and computer applications. However, they have not indicated their target groups.

The centre has produced a series of publications and books on the education statistics of Indonesia. Below is a list of publications that they have produced since 1997. Moreover, they have conducted research on the impact of the economic crisis on education and produced research reports for 1998.

- Education Statistics in Brief (English/Indonesian: Annually)
- Statistics for Kindergarten (English/Indonesian: Annually)
- Statistics for Primary Schools (English/Indonesian: Annually)
- Statistics for General Senior Secondary Schools (English/Indonesian: Annually)
- Statistics for Higher Education (English/Indonesian: Annually)
- Education Development in Indonesia (English/Indonesian: Annually)
- Education Statistics: Gender Perspective (English/Indonesian: Annually)
- Gender and Science Education in Indonesia (Indonesian)
- Projection of Higher Education to 2004 (Indonesian)
- The Current Situation in Education in Java (Indonesian)
- The Development of Out-of-School Management Information Systems (Indonesian)

Indonesia

Contact Information:

Name of the department/unit:
Centre for Education Statistics

Name of the institute/agency:
Office of Educational Research
and Development
Ministry of National Education

Head of the department/unit:
Dr. Umberto Sihombing
Head of the Centre

Address:
Building E, 1st Floor, Jln. Jenderal
Sudirman, Senayan
Jakarta Selatan
Jakarta Special Territory
Jakarta 12041, Indonesia

Telephone:
(62 21) 573 1177

Facsimile:
(62 21) 572 1243

Email:
umberto@pdk.go.id

URL:
www.pdk.go.id

Islamic Republic of

Contact Information:

Name of the department/unit:
Office for Automation Services

Name of the institute/agency:
Ministry of Education

Head of the department/unit:
Mr. Mohammad Rezae
Deputy Director General

Address:
Department of Human Resource
Management
Gharani Street
Islamic Republic of Iran

Telephone:

Facsimile:

Email:

Human Resources and Facilities

This office has 30 staff members among whom 22 are technical staff. There are 19 male and 3 female technical staff members. They are mainly assigned to data entry, data collection and checking, project development and data analysis. Some of them are assigned to desktop publishing, training co-ordination and website development. The office also has a section in each of the 30 regional and provincial offices.

PCs in the Office outnumber the existing staff members. The computers are connected with a network system that is accessible from other offices. There is a separate room for the computers. Internet facilities are available. Moreover, there are also a number of colour and laser printers as well as scanners and photocopiers.

The Office uses Microsoft Access as the main database software and Microsoft Excel and SPSS as the main data analysis software. There is no GIS software. The Office has a computerized EMIS called the *Comprehensive Information System of the Ministry of Education* developed by an in-house team.

The Office has a number of LCD and overhead projectors for training and workshops. There are 4 training rooms with a maximum capacity of 50 participants each.

Functions and Activities

The Office collects data from all education levels: pre-primary, primary, secondary, tertiary, vocational and technical, teacher training and non-formal education. Information on schools, students, staff, classes and classrooms, and buildings and other physical facilities is collected more than three times a year. Other information on such topics as teaching-learning materials, curricula and textbooks, learning achievement and education financing is compiled annually. Community participation and in-service training information is collected occasionally.

Upon request, the Office provides training in data analysis and computer applications to the education personnel from sub-national-level offices.

The Office provides feedback to lower levels including schools in the form of reports, databases, wall sheets, and pamphlets. The Office also produces the following publications:

- Statistical Year Book (Farsi: Annually)
- Examination Results Report (Farsi: Annually)
- Leaflets (Farsi: Annually)

Human Resources and Facilities

The Research and Statistics Planning Division under the Ministry of Education, Science, Sports and Culture has a total of 38 staff members including 27 men and 11 women. The main duties and responsibilities of the staff include project development, research, data collection, data checking, data entry, data processing and analysis, and website development. There are no activities on school mapping or desktop design and publishing.

The division has a number of computers using Japanese versions of operating systems. There is a computer network system that uses Windows NT. Internet facilities are available. There are laser printers and photocopiers in the division.

Microsoft Excel is the main software for the division's database and data analysis tasks. There is neither GIS software being used nor computerized EMIS software being developed.

There is one meeting room for training and workshops.

Functions and Activities

The division collects data from various education levels: pre-primary, primary, secondary, tertiary, vocational and technical, and non-formal education. Normally data are collected annually but some of the information is collected more than once a year. Collected data include information on schools, students, staff, school buildings, and education financing.

The division does not have activities for providing training programmes.

The division produces annual reports, databases, pamphlets and maps to disseminate to the provincial/district levels and school level as feedback.

The division has produced the following publications since 1997:

- Report on School Basic Survey (Japanese: Annually)
- Report on Survey of Local Education Expenditure (Japanese: Annually)
- Report on Survey of Household Expenditure on Education per Student (Japanese: Biannually)
- Report on Social Education Survey (Japanese: every three years)
- Report on School Health Examination Survey (Japanese: Annually)
- Report on School Teachers Survey (Japanese: every three years)

Japan

Contact Information:

Name of the department/unit:
Research and Statistics Planning Division

Name of the institute/agency:
Ministry of Education, Science, Sports and Culture

Head of the department/unit:
Mr. Makoto Takahashi
Director, Research and Statistics Planning Division

Address:
3-2-2 Kasumigaseki
Chiyoda-Ward
Tokyo 100-0013, Japan

Telephone:
(81 3) 35812174

Facsimile:
(81 3) 35819149

Email:
jpnatcom@monbu.go.jp

URL:

Contact Information

Name of the department/unit:

Department for Information
Analysis and Statistics

Name of the institute/agency:

Department for General Secondary
Education
Ministry of Education and Science
of Republic of Kazakhstan

Head of the department/unit:

Rakhimzhanova Nagzhan
Head of the Department for
Information Analysis and Statistics

Address:

Room 515, 60 Republic Sq.,
Republic
Almaty, Astana
Republic of Kazakhstan

Telephone:

(3172) 333347

Facsimile:

(3172) 333545

Email:

URL:

www.samal.kz

Human Resources and Facilities

The department has 9 female staff members. They are mainly assigned to data processing and analysis.

There are 4 computers and a laser printer in the department. There is no computer network system available. No Internet access is available yet.

Microsoft Excel is the main software for database management and data analysis. There is no further information on usage of GIS software and availability of training facilities.

Functions and Activities

The department compiles data on the following education levels: pre-primary, primary, secondary, tertiary education, teacher training and non-formal education. The data items include schools, students, staff, classes and classrooms, buildings and other physical facilities, teaching and learning materials, curricula and textbooks, learning achievement, education financing, community participation and in-service training. Normally, the data are collected annually.

From time to time, the department offers training in statistics and data analysis to the central and provincial education personnel. The department provides feedback to provincial (oblast) levels in the form of reports and wall sheets/pamphlets. The department also produces the following publications and books:

- Main Indicators of the System of the Secondary General Education in Kazakhstan (Russian: Annually)
- Quality Composition of the Pedagogical Staff of the Education System of Kazakhstan (Russian: Annually)
- Education in Kazakhstan: Figures and Facts (Russian: Annually)

Human Resources and Facilities

The department has 2 female staff members implementing all technical activities (data collection/checking, data processing and analysis).

The department has PCs connected with a computer network system running on Windows NT. There are dot matrix and laser printers but no scanner or photocopier in the department.

Microsoft Access and Excel are the main database software. The staff uses Microsoft Excel for data analysis and MapInfo for GIS applications. No computerized EMIS software has been developed yet.

There is no information on training facilities.

Functions and Activities

The department collects data from all education levels (pre-primary, primary, secondary, tertiary, vocational/technical, teacher training and non-formal education). The data items include schools, students, staff, classes and classrooms, buildings and other physical facilities, learning achievement and education financing. The data are compiled annually.

The department provides training in data compilation and collection methods, statistics and data analysis, computer applications and survey methods. The training is provided to the central as well as regional/provincial level staff.

The department provides education statistics for the following annual reports.

- Statistical Annual Bulletin (Russian/English: Annually)
- Regional Statistical Bulletin (Russian: Annually)
- Summary Statistical Annual Bulletin (Russian: Annually)

Kazakhstan

Contact Information:

Name of the department/unit:

Social and Gender Statistics
Department of the Statistics
Agency of the Republic of
Kazakhstan

Name of the institute/agency:

Social and Demographic Statistics
Department
Statistics Agency of the Republic
of Kazakhstan

Head of the department/unit:

Maira Amirkhanova
Division Head

Address:

Room 808, 125 Abaj Str. Almaty
480018, Republic of Kazakhstan

Telephone:

(3172) 423387

Facsimile:

(3172) 420824

Email:

Kazstan@mail.banknet.kz

URL:

Contact Information:

Name of the department/unit:
Social Statistics Department

Name of the institute/agency:
National Statistics Committee

Head of the department/unit:
Kudabaev Zarylbek
Chairman of the Statistics
Committee

Address:
Room 409, Frunze
Bishkek 720032
Kyrgyzstan

Telephone:
(6312) 600138

Facsimile:
(6312) 664040

Email:
311@nsc.bishkek.su

URL:

Human Resources and Facilities

The department under the National Statistics Committee comprises 3 male and 6 female technical staff members. Most of them are mainly assigned to data collection, data checking and editing. Some of them are involved in data processing and analysis, desktop design and publishing, and website development.

The department has PCs connected by a network system using Windows Workgroups and Novell network operation systems. The network can be accessed from other offices. The computers are in a separate room. Internet facilities are available. There are a number of dot matrix and laser printers, two scanners and a photocopier for the department.

The department uses Microsoft Access and Excel for database management and Microsoft Excel for data analysis. There is no GIS software being used. A computerized EMIS software is available but there is no information about it. In addition, there is no information regarding training facilities.

Functions and Activities

The department collects information related to pre-primary and tertiary education levels only. Data are collected annually. There is no further information on the type of data collected.

Upon request, the department provides training in data collection and compilation procedures to the sub-national level offices.

The department provides feedback to provincial and district-level offices in the form of databases. The department produces the following publication:

- Education in the Republic of Kyrgyzstan (Russian: once in 2-3 years)

Human Resources and Facilities

The centre has more than 20 staff members of which 3 men and 11 women are technical staff. Most of the technical staff is assigned to project development, research, data collection, data editing, data entry, data processing and analysis, school mapping and training activities. Some are involved in desktop publishing and website development.

The centre has adequate computing facilities for its staff. Most of the computers are IBM compatible PCs but the division also has Macintosh and some computers running on the UNIX operating system. The computers are connected by a network system. The division has a separate room for the computers. Internet facilities are available. The centre also has a number of laser printers, a colour printer, a scanner and a photocopier.

Oracle is the main database software for the division. For data analysis, the staff uses Microsoft Excel and SPSS. No GIS software has been used yet. The staff has a computerized EMIS system developed by an outside firm. The system is called the *Multimedia System for Trend Data Analysis*.

There are LCDs and projectors as well as a training room with a capacity of 10 participants.

Functions and Activities

The division collects data on pre-primary, primary, secondary, tertiary, vocational and technical education, and teacher training. Data items include schools, students, staff, classes and classrooms, buildings and other physical facilities, and education financing. The data are collected annually.

Regularly, the division conducts training in data collection and compilation procedures, and computer applications. The training is provided mainly to central-level education personnel.

The division provides feedback to all levels (sub-national and school levels) in the form of databases. The division has released the following publications since 1997:

- Education at a Glance (Korean: Annually)
- Statistical Yearbook of Education (Korean/English: Annually)
- Brief Statistics on Korean Education (Korean/English: Annually)
- Handbook of Education Statistics (Korean/English: Annually)

Korea

Republic of

Contact Information:

Name of the department/unit:
Centre for Educational Information
and Statistics

Name of the institute/agency:
Centre for Educational
Development Institute (KEDI)
Ministry of Education (MOE)

Head of the department/unit:
You Kyung Han
Director

Address:
Research building (Yongu-dong)
Umyom-dong 92-6, Secho-gu
Seoul 137-791, Republic of Korea

Telephone:
(822) 34600270

Facsimile:
(822) 34600120

Email:
Ykhan@kedi.re.kr

URL:

People's Democratic Republic

Contact Information:

Name of the department/unit:
Planning Division

Name of the institute/agency:
Planning and Cooperation
Department
Ministry of Education

Head of the department/unit:
Mr. Somkhanh Didanavong
Head of Division

Address:
401, Lane Xang Avenue
Chanthabury
Vientiane Municipality
P.O. Box 67
Vientiane, Lao PDR

Telephone:
(856 21) 214722

Facsimile:
(856 21) 216006

Email:
dpc@laotel.com, ched@laotel.com

URL:

Human Resources and Facilities

The division is the main unit that compiles and disseminates education information in the ministry. It has 5 staff members; 4 of them are men. All of the staff members are involved in all kinds of technical tasks such as data checking, entry and processing, analysis, and producing reports. Furthermore, the division also undertakes school mapping and website development for the ministry.

The division is relatively advanced and well equipped compared with other agencies in the region. It has a newly acquired IBM mini computer (RS 6000). There are more PCs than there are staff members. There are also colour, laser and dot matrix printers as well as a photocopier. However, the division has neither a scanner nor a digitizer yet.

Regarding network facilities, the division has a network system that uses Windows NT. Internet facilities are also available.

Microsoft Excel and File Maker Pro are the main software packages used to store and process data. They also use SPSS for advanced data analysis and MapInfo for school map production. The division staff has developed a customized EMIS system using File Maker Pro for data entry and processing.

Although the division has training equipment (LCD projector and overhead projector), they do not have a training room.

Functions and Activities

The division compiles the pre-primary, primary, secondary, tertiary, vocational/ technical, teacher training and non-formal education statistics. The provincial education services collect and process data and send the compiled information to the division. The types of collected data include schools, students, staff, classes and classrooms, school buildings, and curricula. The data are collected annually. Apart from that, information on school physical facilities, teaching-learning materials, learning achievement and school finance is compiled only occasionally.

The division regularly provides training in data compilation procedures, data collection form explanation, data analysis, computer applications and survey methods to all levels of education services.

The unit produces annual reports, data sheets and maps as feedback for provincial-level officials. Since 1997 the division has produced the following:

- Annual Bulletin (Lao/English: Annually)
- School-Age Population Projection (English)

Human Resources and Facilities

This unit has 20 staff members (12 men and 8 women). Among them there are 4 technical staff members. Most of the male staff are responsible for administration, project management, research, data collection, data processing, desktop publishing, workshop co-ordination and school mapping. Most of the female staff are assigned to data entry and secretarial tasks. However, some are responsible for research, project management and data processing.

The unit is well equipped with computing facilities since the number of available computers is more than the number of staff. All of the computers are PCs. The unit has a number of laser, colour and dot matrix printers but there is no scanner, digitizer and plotter for advanced report production and school mapping. The unit also has a computer network system that uses Windows NT and it is connected with other offices. Internet facilities are available.

Microsoft Access, Excel and SPSS are the main software for the unit's daily operational tasks. There is a computerized Educational Management Information System developed by an in-house team to compile and process the education data.

Regarding the training facilities, the unit has presentation equipment (LCD, overhead projector) and a training room with a capacity of 80 persons.

Functions and Activities

The unit's data collection activities cover pre-primary to tertiary as well as vocational/technical, teacher training and non-formal education. The types of collected data include schools, students, teaching staff, classes and classrooms, school infrastructure and school finance.

The unit regularly provides training in data collection, data analysis and computer applications to various central, regional and other education-related office staff.

From time to time the unit produces and disseminates reports and pamphlets to the provincial and school levels as feedback. The unit also produces the following publications:

- Malaysian Educational Statistics (Malay/English: Annually)
- Educational Statistics-Basic Information of Schools (Malay/English: Annually)
- Educational Statistics-Basic Information of Pre-School and Kindergartens (Malay/English: Annually)
- Malaysian Education Statistics - Quick Facts (Pocket Book) (Malay/English: Annually)

Contact Information:

Name of the department/unit:
Data Unit

Name of the institute/agency:
Educational Planning and
Research Division
Ministry of Education

Head of the department/unit:
Mr. Mokhtar bin Sarbini
Principal Assistant Director

Address:
Level 2, 3, & 5 Block J South
Damansara Town Centre
Kuala Lumpur, Malaysia

Telephone:
(60 3) 258-6900

Facsimile:
(60 3) 255-4960

Email:

Contact Information:

Name of the department/unit:
Planning Monitoring Evaluation
Section

Name of the institute/agency:
Ministry of Education

Head of the department/unit:
Mr. Ahmed Ali Di Di
Director

Address:
Gazee Building (2nd Floor)
Ameer Ahmed, Menveiru
Male, Maldives

Telephone:
(960) 323262, 323261

Facsimile:
(960) 321201

Email:
educator@dhivehi.net.mv

URL:
www.thauleem.net

Human Resources and Facilities

The Planning Monitoring Evaluation Section has 10 staff members (8 men and 2 women); 4 of them are technical staff. The technical staff is mainly assigned to data processing and analysis, as well as data collection/checking/editing. Some of them are involved in desktop publishing, training, research and website development.

The section has several PCs connected with a network system using Windows NT. There is a separate room for the computers. The bureau has a number of laser and colour printers as well as a scanner. Internet facilities are available for the section.

The section uses Microsoft Access and Excel as the main database software. For data analysis, it uses Microsoft Excel. There is no GIS software. No computerized EMIS software has been developed yet.

The section has an LCD projector and a training room with a capacity of 25 people.

Functions and Activities

The section collects data from all education levels (pre-primary, secondary and tertiary, vocational/technical, and non-formal education). Among them, pre-primary, primary, secondary, and non-formal education data are collected annually. Tertiary, vocational/technical and teacher training data are collected occasionally. Data on schools, students, classes and classrooms, buildings and education financing are compiled annually but other information, such as that related to learning achievement and in-service training, is collected only occasionally.

Upon request the section provides training in data collection and data compilation procedures and processes to various education personnel.

The section produces an annual report and feedback to the provincial and district levels.

- Educational Statistics (English: Annually)

Human Resources and Facilities

The Statistics and Budget Section under the Department of Educational Planning and Training has more than 30 staff members most of them are women. There are 4 male and 8 female technical staff. They are assigned to undertake the tasks of administration, data collection, checking, editing, data entry, data processing and analysis, desktop publishing, training and workshop co-ordination. There are no activities related to school mapping and website development.

There is no information available on the computing facilities. The section does not have a computer network system or Internet facilities. The section has one laser and one colour printer but no scanner, digitizer or photocopier.

Microsoft Access and Excel are the main database and analysis software for the section. The section uses Arc View GIS software to produce map outputs. There is also a computerized EMIS software called *EMIS Central* developed by an outside firm.

Although the section has two training rooms and the largest room can accommodate 50 participants, there is no presentation equipment like an LCD or overhead projector yet.

Functions and Activities

The section compiles statistics on primary, secondary, vocational and technical education, and teacher training. Normally data are collected annually but some of the information is collected biannually or occasionally such as that for non-formal education. Collected data cover schools, students, staff, classes and classrooms, teaching and learning materials, financing and in-service training programmes.

The section provides regular training programmes in data compilation procedures, data collection forms, data analysis, computer applications, and survey methods for central-level education services staff.

Upon request, the section provides information to the provincial/district and school levels as feedback. The section also produces the following publications and books:

- Statistical Year Book (Myanmar: Annually)
- Planners Companion (English)
- Statistical Yearbook Indicator (English: Annually)
- EFA Project Programs (English)
- Budget Yearbook (English: Annually)
- Education Promotion Programs (English)
- Basic Education in Brief (English: Annually)

Myanmar

Contact Information:

Name of the department/unit:
Statistics and Budget Section

Name of the institute/agency:
Department of Educational
Planning and Training
Ministry of Education

Head of the department/unit:
Daw Aye Aye Khine
Assistant Director

Address:
No. 123, Natmauk Road
Yangon, Bahan Township
Yangon, Myanmar

Telephone:
(95 1) 553674, 548816

Facsimile:
(95 1) 285480

Email:

URL:

Contact Information:

Name of the department/unit:
Department of Education/Statistics
Section

Name of the institute/agency:
Ministry of Education and Sports

Head of the department/unit:
Shailendra Pd. Sigdel
Section Officer

Address:
Bhaktapur
Sanothimi, Nepal

Telephone:
(977 1) 633623

Facsimile:
(977 1) 630088

Email:
doestat@mos.com.np

URL:

Human Resources and Facilities

The Statistics Section under the Department of Education, Ministry of Education, has only 2 staff members, (1 man and 1 woman). Their main tasks include research, data collection, analysis and training.

The section has 3 computers and 2 laser printers. There is no computer network system installed yet. There is access to the Internet. The staff uses Microsoft FoxPro for databases, Microsoft Excel for data analysis and Atlas GIS for GIS applications. The section has a computerized EMIS system developed by an in-house group.

No training facilities are available at this time.

Functions and Activities

The section compiles data on pre-primary, primary, secondary education and teacher training. Compiled data include information about schools, students, staff, classes and classrooms, buildings and other physical facilities, teaching-learning materials, curricula and textbooks, and education financing. The data are collected annually. However, information on learning achievement and community participation is compiled occasionally.

On an ad-hoc basis, the section provides training in data compilation procedures, data analysis, and computer applications.

The section produces annual reports, wall sheets and pamphlets and provides them as feedback to the lower levels. The section also produces the following publication:

- Educational Statistics of Nepal: School Level (English/Nepali: Annually)

Human Resources and Facilities

The Statistics Section under the Ministry of Education and Sports has a total of 5 persons with 2 male and 1 female technical staff members. They are assigned to research, data collection, checking, data entry, data processing and desktop publishing. The section has sub-units in the 5 regions of Nepal.

The section has adequate computing and office automation facilities: computers, printers (colour and laser), scanner and photocopier. However, it has not yet installed a computer network system. There is Internet access.

Microsoft Excel is the main software package for database and data analysis tasks. A computerized EMIS system developed by an in-house team is being used for data entry, data analysis and report producing. No GIS software package is currently being used.

There is no information on training facilities.

Functions and Activities

The section mainly collects data from tertiary, vocational and technical, teacher training and non-formal education levels. Students, staff and education financing information is collected annually. Information on curricula and textbooks, learning achievement, community participation, and in-service training is collected occasionally.

Recently, the section did not have any activities related to training.

The section publishes the following title:

- Educational Information of Nepal (English: Annually)

Nepal

Contact Information:

Name of the department/unit:
Statistics Section

Name of the institute/agency:
Ministry of Education and Sports

Head of the department/unit:
Bal Krishna Shrestha
Under Secretary

Address:
Keshar Mahal
Kathmandu, Nepal

Telephone:
(977-1) 418169

Facsimile:
(977-1) 418673

Email:
moesstat@ntc.net.np

URL:

Contact Information:

Name of the department/unit:
Data Management Unit

Name of the institute/agency:
Data Management and
Analysis Division
Ministry of Education

Head of the department/unit:
Mr. Ron Ross
Manager-Data Management Unit

Address:
P.O. Box 1666
45-47 Pipitea Street
Thorndon, Wellington
New Zealand

Telephone:
(64 4) 4638000

Facsimile:
(64 4) 4638088

Email:
Information.officer@minedu.govt.nz

URL:
www.minedu.govt.nz

Human Resources and Facilities

The unit has 11 staff (5 men and 6 women); among them are 3 technical staff. They are mainly assigned to data collection, checking, data processing and analysis. Some of them are assigned to website development, project development, training and school mapping.

There are 14 computers in the unit connected by a computer network system using Windows Workgroups and Windows NT. There are laser printers but no scanning and digitizing facilities. The unit has access to the Internet.

The unit uses Microsoft Access and Excel as the main software for its databases and Microsoft Excel for data analysis. The unit has a computerized EMIS system developed by an in-house team. The system was developed using Visual Basic.

There are LCD and overhead projectors as well as training rooms for 15 participants.

Functions and Activities

The unit collects data from all levels including pre-primary, primary, secondary, tertiary, vocational/technical, teacher training and non-formal education. Collected data include information on schools, students, staff, classes and classrooms, physical facilities, learning achievement, education financing and community participation. Some data are collected annually, some are collected bi-annually and some are collected 3 times a year.

There is no information on training activities for the unit.

The unit produces annual reports, databases, wall sheets/pamphlets/maps for dissemination to all educational administrative levels (sub-national and school) as feedback. The unit is also responsible for the following publications:

- Education Statistics of New Zealand (English: Annually)
- Education Statistics of New Zealand: Brochure (English: Annually)
- Tertiary Education Statistics (English: Annually)
- Education Statistics News Sheets (English: Annually)
- Directory of New Zealand Schools and Tertiary Institutions (English: Annually)
- Directory of Licensed Early Childhood Services in New Zealand (English: Annually)

Human Resources and Facilities

This academy has 8 male and 1 female technical staff members. They are assigned to data processing and analysis, training, research, project development, website development and school mapping. Moreover, the academy has sub-units in all 8 regions.

There are more than 50 computers in the academy. The computers are connected by a network system using Windows Workgroups. The academy also has a number of printers (dot matrix, laser, and colour), scanners, a digitizer, plotter and photocopier. Internet facilities are available for the academy.

The academy uses Microsoft Access, Excel, FoxPro and Oracle as the database management software. Microsoft Excel and SPSS are used for data analysis while MapInfo is used for GIS applications. The academy has a computerized EMIS system called the [School Census System] developed by an in-house team using Microsoft Access.

Regarding training facilities, the academy has LCD projectors as well as training rooms.

Functions and Activities

The academy collects data from pre-primary, primary, secondary and tertiary education levels. Information about schools, students, staff, classes and classrooms, buildings and other physical facilities, and education financing is collected annually. Learning achievement information is collected occasionally.

Regularly, the academy offers training to education personnel from all administrative levels (central, regional, provincial) as well as to other education-related offices and agencies. The types of training include data collection and compilation procedures, statistics and data analysis, and computer training and applications.

The academy produces annual reports and sends them to the provincial level as feedback. The following is published by the academy.

- Pakistan School Education Statistics (English: Annually)

Pakistan

Contact Information:

Name of the department/unit:
Academy of Educational Planning
and Management

Name of the institute/agency:
Ministry of Education

Head of the department/unit:
Dr. Habib Khan
Director General

Address:
P.O. Box 1566 AEPM
Taleemi Chowk, Sector G-8/1
Islamabad, Pakistan

Telephone:
(92 51) 9260674

Facsimile:
(92 51) 9261395

Email:
aepam@isb.paknet.com.pk

URL:
www.aepam.gov.pk

Contact Information:

Name of the department/unit:
Research and Statistics Division
(RSD)

Name of the institute/agency:
Office of the Planning Service
Department of Education, Culture
and Sports

Head of the department/unit:
Lilia Z. Roces
Chief Educational
Programme Specialist

Address:
Rizal Bldg. 11, 2nd Floor
Decs Complex, Meralco Avenue
National Capital Region
Pasig City 1600, Philippines

Telephone:
(63 2) 6337257, 6364997

Facsimile:
(63 2) 6376204

Email:
rsd-ops@fapenet.org

URL:

Human Resources and Facilities

The Research and Statistics Division (RSD) consists of 32 staff members with 28 technical staff. Major tasks include data collection, checking, data entry, data processing and analysis, training, and website development. The division has no activities related to desktop publishing and school mapping. Most of the female staff is assigned to data collection, entry and processing. The division works in co-ordination with its 16 regional/provincial offices to collect data.

The division has adequate computers for its staff and all of the computers are PCs. The division has not installed a computer network system yet. They have a separate computer room. Internet facilities are available. The division is equipped with various dot matrix, laser and colour printers. Also, scanning and photocopy facilities are available but there is no digitizer.

Microsoft Excel and Lotus 123 are the main software used to accomplish the division's tasks. The division has a computerized EMIS software, *Government Elementary School Profile/Unified Data Gathering System/ Census Data Entry*, developed by an outside firm.

The division has a training room with an overhead projector and a capacity of 15 persons. There is no LCD projector available.

Functions and Activities

The division collects data from pre-primary, primary, secondary and non-formal education levels biannually. Collected data include information on schools, students, staff, classes and classrooms, school buildings and physical facilities, and learning achievement. Occasionally, the division collects data on teaching-learning materials, curricula and textbooks, education finance and in-service training programmes.

The division provides training on a regular basis as well as upon request. The types of programmes include training in data compilation and collection procedures, education statistics and data analysis, and computer applications. The services are provided to the personnel from central and provincial/district levels, education personnel and personnel from other education-related offices.

Annual reports and databases are used to provide feedback to the provincial/district level. The following publication is produced by the division and distributed to related agencies and organizations.

- DECS Statistics Bulletin (English: Annually)

Human Resources and Facilities

The division has 8 staff members (3 men and 5 women) with 5 technical staff members (2 men and 3 women). The staff is assigned to data collection, checking, data entry, data processing and analysis. Also, some of them are assigned to website development and project development. There are no school mapping activities yet.

All of the division's computers are PCs and adequate for the existing staff. They have 3 laser printers and scanning equipment. There are Internet facilities but no computer network system has been installed yet. There is an ongoing project called *CHEDLINK* whose activities include the installation of Local Area Networks at the central and regional offices. The application development of the CHED information system is also in the pipeline.

The division uses Microsoft Access and Excel for database management, and Excel for data analysis. There is no GIS software currently being used and no EMIS programme has been developed yet.

There is a training room for 15 participants with LCD and overhead projector for conducting training programmes.

Functions and Activities

The division collects data on tertiary level education. The data on schools, students, staff, curriculum and finance are collected annually. The data on classes and classrooms, school buildings and physical facilities are collected occasionally.

The division provides training on an ad-hoc or upon-request basis. The types of training programme include data collection procedures and computer applications. The main target groups are central or regional-level education authorities and other education related offices.

The division produces annual reports, information sheets and pamphlets and provides them to regional and school levels as feedback. Some of the publications and books published by the division are as follows:

- PRISM (CHED Official Newsletter) (English: Quarterly)
- CHED Annual Report (English: Annually)
- Statistical Bulletin (English: Annually)
- Proceedings of the World Congress in Higher Education (English)
- National Higher Education Research Agenda (1998-2000) (English)
- National Centennial Congress on Higher Education (English)
- Philippine Higher Education : A Brief Guide (English)
- Human Resource Development Master Plan for Higher Education (English)
- A Redefinition of Laboratory Schools as Support Systems for the Student Teaching Programs of Teacher Education Institutions (English)

Philippines

Contact Information:

Name of the department/unit:
Information and Publication
Division (IPD)

Name of the institute/agency:
Office of Policy
Planning, Research and
Information (OPPRI)
Commission on Higher Education
(CHED)

Head of the department/unit:
Ms. Maria Teresita M. Semana
Information Technology Officer III

Address:
Suite 204 Jullibee Centre
San Miguel Avenue
Ortigas Centre
National Capital Region (NCR)
Pasig City 1605, Philippines

Telephone:
(63 2) 6561692

Facsimile:
(63 2) 6565835

Email:
chedco@info.com.ph

URL:

Contact Information:

Name of the department/unit:
Policy Planning and Research
(PPR)

Name of the institute/agency:
Department of Education

Head of the department/unit:
Marie Toalepaiazii
Assistant Director-Policy Planning
and Research

Address:
P.O. Box 1869
Apia, Samoa

Telephone:
(68 5) 21911, 21915

Facsimile:
(68 5) 21917

Email:

URL:

Human Resources and Facilities

The unit has 3 (female) staff members mainly assigned to data collection, data entry, data processing and training.

There are 5 computers with a number of printers (colour, laser and dot matrix) and a photocopier. There is no network system installed yet.

The unit uses Microsoft Access and Excel for database management and data analysis. No GIS software has been used yet. There is a computerized EMIS system called *MANUMEA* developed by an outside firm.

Regarding training facilities, the unit has an overhead projector and a training room with a maximum capacity of 15 persons.

Functions and Activities

The unit collects data from pre-primary, primary, secondary, tertiary and vocational/technical education levels. Data on schools, students, staff, classes and classrooms, buildings and other physical facilities are collected annually.

The unit regularly provides training in explanation of data collection forms to the central and regional-level education personnel.

The unit produces annual reports and wall sheets/ pamphlets and gives them to the regional and school levels as feedback. The unit also produces the following publications and books:

- Statistical Brochure (English: Annually)
- Education Department Annual Report (English: Annually)
- EFA report

Human Resources and Facilities

The unit consists of 4 staff members (3 men and 1 woman). They are assigned to research, project development, data collection, editing and checking, data processing and analysis. In addition, in each of the 9 regions, there is a unit to undertake the data collection tasks.

The unit has 3 computers connected with a network system using Windows Workgroups. There is no Internet access yet. The unit has printing (laser printers), scanning and photocopying facilities.

Microsoft Access is the main database software and Microsoft Excel is the data analysis software for the unit. There is no GIS software being utilized yet. The unit has a computerized EMIS developed by an outside firm.

No training facility is available for the unit.

Functions and Activities

The unit collects data from pre-primary, primary and secondary levels. Information is collected on schools, students, staff, classes and classrooms, and buildings and other physical facilities. Some information is collected biannually and some three times a year.

Upon request, the unit provides training in computer applications to agencies and institutions within and outside of the ministry.

Upon request, the unit provides feedback information to the sub-national levels. The unit also produces the following publication:

- Annual Report (Solomon Islands) (English: Annually)

Solomon Islands

Contact Information:

Name of the department/unit:
Planning, Implementation Unit

Name of the institute/agency:
Ministry of Education

Head of the department/unit:
Mr. Ben Karai
Principal Planning Officer

Address:
Floor 2, Anthony Saru Building
Coronation Street
Honiara City Council
Honiara, Solomon Islands

Telephone:
(678) 23900

Facsimile:
(678) 20485

Email:

URL:

Contact Information:

Name of the department/unit:
Data Management and Research
Bureau

Name of the institute/agency:
Policy Planning and
Monitoring Division
Ministry of Education

Head of the department/unit:
Mr. P.N. Ilapperuma
Acting Director of Education

Address:
Isurupaya
Pelawatta
Battaramulla
Sri Lanka

Telephone:
(94 1) 864837

Facsimile:

Email:
pd.gep2@itmin.com

URL:

Human Resources and Facilities

The Data Management and Research Bureau under the Policy Planning and Monitoring Division, Ministry of Education, has more than 30 staff members; among them, 8 men and 7 women are technical staff. The technical staff is mainly assigned to data collection and checking, data analysis, desktop publishing, training and research. However, some are assigned to data entry and school mapping.

The bureau has one mini computer (IBM RS6000) and about 20 PCs. The computers are connected with a network system that is available within the division. There is a separate room for the computers. The bureau has a number of laser, colour and dot matrix printers but no scanner or photocopier.

The bureau uses Dbase and Microsoft Excel as the main database software. For data analysis, it uses Microsoft Excel and SPSS. MapInfo is used for GIS applications. There is a computerized EMIS system called the *School Census* developed by an in-house team using Dbase.

The bureau has an LCD projector and a training room with a capacity of 20 people.

Functions and Activities

The bureau collects data from primary, secondary and tertiary education levels annually. Pre-primary, vocational/technical, teacher training and non-formal education data are collected occasionally. Information on schools, students, classes and classrooms, and buildings is compiled annually but information in other areas such as school physical facilities, teaching and learning materials, curricula and textbooks, learning achievement, education financing, community participation and in-service training is collected only occasionally.

The bureau provides some training regularly and some upon request. The types of training include explanation of data collection forms and computer applications. Training is provided to the sub-national level education personnel.

As feedback to the provincial and district levels, the bureau produces annual reports and databases. The bureau is also responsible for the following publication:

- School Census (English: Annually)

Human Resources and Facilities

The Planning Division under the Department of Vocational Education has 48 staff members; among them, there are 2 male and 4 female technical staff members. They are mainly assigned to data collection, data editing, data entry, data processing and analysis. They are also assigned to website development and training.

The computing facilities are adequate for the number of staff. All of the computers are PCs and are connected together by a Windows NT network system. This network is connected to the other offices as well. Internet facilities are also available for the division. There are a number of colour, laser and dot matrix printers. Document scanning and copying facilities are also available.

The division uses Microsoft Access, FoxPro, Excel and Oracle for data management. Excel is the main data analysis software. The staff does not use any GIS software. There is a computerized EMIS software developed by an outside firm using SQL and Oracle.

Regarding the training facilities, the division has LCD and overhead projectors, as well as two training rooms, the bigger of which can accommodate 20 participants.

Functions and Activities

The division mainly collects information regarding vocational and technical education: students, staff, classes and classrooms, school buildings and physical facilities, teaching-learning materials, curricula and textbooks, learning achievement, education financing, community participation and in-service training. The data are compiled annually.

On an ad-hoc basis, the division provides training programmes in data collection, data analysis and computer applications. Personnel from central and provincial education services receive the training.

By means of annual reports and databases, the division provides feedback to personnel at regional through school levels. The division produces publications and conducts research programmes as follows:

- Department of Vocational Education Statistics (English: Annually)
- Annual Report (English: Annually)
- Symposium on Vocational Education in Research and Evaluation (English: Annually)
- Follow-up and Evaluation of OECF Loan Project (English: Annually)

Thailand

Contact Information:

Name of the department/unit:
Planning Division

Name of the institute/agency:
Department of Vocational
Education
Ministry of Education

Head of the department/unit:
Dr. Siripan Choomnoom
Director, Planning Division

Address:
Rachadamnoen Nok Road
Dusit, Bangkok 10300
Thailand

Telephone:
(66 2) 2815555

Facsimile:
(60 2) 2804487

Email:

URL:
www.moe.go.th/webdove

Thailand

Contact Information:

Name of the department/unit:
Bureau of Policy and Planning

Name of the institute/agency:
Office of the Permanent Secretary
Ministry of Education

Head of the department/unit:
Dr. Somkiat Choppon
Director

Address:
Rajamangalabhisek Building
8th Floor
Ratchadamnoen Nok Avenue, Dusit
Bangkok 10300, Thailand

Telephone:
(66 2) 628-5638-9

Facsimile:
(66 2) 2819413

Email:
wanneama@emisc.moe.go.th

URL:

Human Resources and Facilities

This bureau has more than 100 staff members with 72 technical staff. The staff female/male ratio is about 1:2. Most of the staff members are assigned to training and research. Fewer than 5 per cent of the total technical staff are assigned to data collection, editing, data analysis and school mapping activities. The bureau compiles data by co-ordinating with 12 regional and 75 provincial offices.

The bureau has a number of PCs connected by a computer network system using Windows NT. However, the network is only within the bureau and cannot be accessed from the regional and provincial offices. The bureau also has a number of dot matrix, laser and colour printers as well as a scanner. Internet facilities are also available.

The bureau mainly uses Microsoft Access and FoxPro as database management software and Microsoft Excel and SPSS are the main data analysis software. The staff uses MapInfo and Arc View for GIS applications.

There is a training room for 30 participants with LCD and overhead projectors for organizing training and workshops.

Functions and Activities

Consolidating the education statistics at national level is one of the main functions of the bureau. The bureau compiles the data at education levels (pre-primary, primary, secondary, tertiary, vocational/technical, teacher training and non-formal education). Data are collected annually. The collected data items are schools, students, classes and classrooms, learning achievement and education finance.

The bureau regularly provides training in education statistics and survey methods to education related offices at the central level.

The bureau publishes annual reports and provides them to the officials at provincial/district level and school level as feedback. The bureau is also responsible for the following publication:

- Educational Statistics in Brief (English/Thai: Annually)

Human Resources and Facilities

The centre has more than 40 staff members and 27 of them are women. Staff members are assigned to project development, data collection and checking, data entry, data processing and analysis, desktop publishing, website development and school mapping. Most of the staff is involved in project development and data entry and processing.

The centre has one mini computer and a number of PCs. The centre also has some computers that use UNIX system. The computers are connected within a network system. The centre uses both Windows Workgroups and Windows NT as the network operating systems. The network system is connected to the other offices. The centre has Internet facilities. There is a separate room for the computers. The centre has an adequate number of colour and laser printers. Moreover, there is a plotter as well as scanners.

The centre uses SQL Server 7 as the main database software. Other database software in use includes Microsoft Access, FoxPro and Oracle. Microsoft Excel and SPSS are the major data analysis software. For GIS applications, the staff uses Atlas GIS. There is no computerized EMIS software developed yet.

The centre can provide LCD and overhead projectors, and training rooms with the largest having a capacity of 40 participants for organizing training and workshops.

Functions and Activities

The centre compiles data from all education levels (pre-primary, primary, secondary, tertiary, vocational/ technical, teacher training and non-formal education). It collects data annually, including information on students, staff, classes and classrooms, and school buildings.

The centre provides training in computer applications regularly and upon request.

There is no further information available on information feedback, publications and research.

Thailand

Contact Information:

Name of the department/unit:

The Education Management
Information System Centre

Name of the institute/agency:

Office of the Permanent Secretary
Ministry of Education

Head of the department/unit:

Mr. Keartisak Sensai
Director

Address:

Rachamangalaphisek Building
Rachadamnoen Nok Road, Dusit
Bangkok 10300, Thailand

Telephone:

66 2) 2819809

Facsimile:

(66 2) 2818218

Email:

tisak@emise.moe.go.th

URL:

www.moe.go.th

Contact Information:

Name of the department/unit:
Planning Division

Name of the institute/agency:
Non-Formal Education
Ministry of Education

Head of the department/unit:
Mrs. Songsri Wanasen
Director

Address:
Non-Formal Education Building
Ratchadamnoen Nok Road, Dusit
Bangkok 10300, Thailand

Telephone:
(66 2) 2821077

Facsimile:
(66 2) 2801688

Email:

URL:
www.nfe.go.th

Human Resources and Facilities

The division under the Non-formal Education Department has 39 staff (6 men and 33 women) members and among them 30 are technical staff. Among the technical staff, 25 of them are women. Most of the staff are assigned to data collection, data checking and editing, data entry, data processing and training. There are no activities on desktop publishing, website development and school mapping.

The division has one UNIX computer and number of PCs. However, the number of computers in the division is less than the number of technical staff. They have a separate room for the computers. There is a computer network system using Windows Workgroups and Windows NT. The network system is only available at the central office and is not connected with the provincial offices. The division has various dot matrix printers and some colour and laser printers. Scanning and photocopying facilities are also available. There is access to the Internet.

The division uses EMPRESS software for databases. Microsoft Access and FoxPro are also used. For data analysis, the staff uses Microsoft Excel and SPSS. There is no GIS software currently in use. However, an in-house team has developed an EMIS software for use by division staff.

The division has presentation equipment like LCD and overhead projectors but there is no training room for training activities.

Functions and Activities

The division collects data on non-formal education. Some data from primary, secondary, tertiary and vocational/technical education levels are also collected. The collected data include information on students, staff, classes and classrooms, learning achievement and financing. The data are collected annually.

On an ad-hoc basis, the division provides training in data compilation and collection procedures, education statistics and data analysis, and computer applications. The main target groups are staff from the central and provincial offices.

For the time being, there is no mechanism to provide feedback to lower-level offices. The division produces the following publication and distributes it to various concerned agencies, organizations and institutions.

- Non-Formal Education Statistics (Thai/English: Annually)

Human Resources and Facilities

The Information Technology Section under the Department of General Education, Ministry of Education, has a total of 7 staff members (2 men and 5 women). Among them there are 3 technical staff. All the technical staff are involved in various section activities such as data collection, checking and editing, data entry, data processing and analysis, desktop publishing, training, website development and school mapping. There are no research activities currently being undertaken.

Computing facilities are available for all staff members. All the computers are PCs and are networked together using Windows Workgroups and Windows NT operating systems. The technical staff also uses Linux. The network system in the section is connected to other departments and offices. Internet facilities are available. The section has a number of dot matrix, colour and laser printers. Scanner and photocopy machines are also available.

The section uses Microsoft Access, FoxPro and Dbase for database management and uses Microsoft Excel and SPSS for data analysis. Pop Map is used for GIS applications. The section does not have computerized EMIS software.

The section has an LCD and an overhead projector as well as a training room with a capacity of 20 participants.

Functions and Activities

The section collects data at the secondary education level. The collected data include information on schools, students, staff, classes and classrooms. The data are collected annually. Occasionally, the section collects data on school buildings and physical facilities, curricula and textbooks, learning achievement, education financing and in-service training programmes.

The section provides training programmes on a regular basis but there is no further indication of the type of training provided.

Upon request, the section provides data to provincial and district level offices. The section also produces the following publication:

- Education Statistics in Brief, Department of General Education (Thai, English: Annually)

Thailand

Contact Information:

Name of the department/unit:
Information Technology Section

Name of the institute/agency:
Department of General Education
Ministry of Education

Head of the department/ unit:
Mr. Suwat Suktrisul
Director of Planning Division

Address:
Planning Division
Department of General Education
Ratchadamnoen Nok Avenue, Dusit
Bangkok 10300, Thailand

Telephone:
(66 2) 6285129

Facsimile:
(66 2) 2812858

Email:
premelea@emisc.moe.go.th

URL:

Thailand

Contact Information:

Name of the department/unit:
Information Section

Name of the institute/agency:
Policy and Planning Division
The Office of the National Primary
Education

Head of the department/unit:
Mr. Suwat Suktrisul
Director of Planning Division

Address:
Ratchadamnoen Nok Avenue
Dusit, Bangkok 10300
Thailand

Telephone:
(66 2) 2805512

Facsimile:
(66 2) 2814940

Email:

URL:
www.onpec.moe.go.th

Human Resources and Facilities

The section has 8 staff members (5 men and 3 women) and all of them are technical staff members. They are involved mainly in data collection, data editing, data entry and processing, and training. Additionally, some of them are involved in school mapping, website development and desktop publishing.

The computers in the section are connected into a network using the Novell network operating system. However, it is only connected within the department. There is no information on the type and availability of computers and printing facilities in the section.

The section uses Dbase and Microsoft FoxPro as database software and Microsoft Excel and SPSS as data analysis software. There is no GIS software in use. The section has developed various computerized EMIS software (ONPEC, B.ONPEC, M.ONPEC) by in-house teams to collect and compile the data.

The section has presentation equipment (LCD and overhead projectors) and training rooms for organizing training and workshops.

Functions and Activities

The section compiles data in collaboration with its 76 provincial offices. It collects data from pre-primary, primary and secondary levels annually. Collected data include information on schools, students, staff, classes and classrooms, school buildings and physical facilities, teaching and learning materials, curricula and textbooks, learning achievement and education financing.

On a regular basis and upon request, the section provides training in data compilation procedures, explanation of data collection forms, statistics and data analysis, and computer applications to education-related offices at central and all sub-national levels.

The section disseminates annual reports and data to provincial, district and school levels as feedback. There is no information on publications and research activities.

Human Resources and Facilities

The centre has 10 staff members (3 men and 7 women). Eight of them are technical staff comprising 3 men and 5 women. The staff is assigned to data collection, data editing, data processing and analysis, desktop publishing and training. The centre does not have website development and school mapping activities.

The centre has one Sun workstation running UNIX as an Internet server. Moreover, the centre is equipped with adequate computers for its staff. All of the computers are PCs. There is a separate room for computers. A computer network system using the Novell network operating system is installed and connected to other offices. Internet facilities are also available. The centre has both dot matrix and laser printers but no scanner or digitizer.

The centre uses various DBMS software (MS Access, FoxPro, and Oracle) for data management. Microsoft Excel and SPSS are used for data analysis. No GIS software is being used. The centre has developed an ONEC Education database through a joint effort by an in-house team and an outside firm.

There is a number of training rooms, the largest of which can accommodate 100 participants. LCD and overhead projectors are available.

Functions and Activities

The centre compiles data from all education levels (pre-primary, primary, secondary, tertiary, vocational and technical, teacher training and non-formal education) annually. The collected data include information on schools, students, staff, classes and classrooms, curricula and textbooks, and finance.

Upon request, the centre provides training programmes for various agencies and institutions.

The centre produces annual reports and provides them to the provincial level as feedback. Moreover, the centre publishes the following publications and research papers and distributes them to various agencies and institutions.

- Thailand Education Statistics Report (Thai)
- The Average Education Year of Thai People (Thai)
- Thailand Religious Statistics Report (Thai)
- Learning Age Population Projection 1998-2015 (Thai)
- Student Projection 1998-2015 (Thai)

Thailand

Contact Information:

Name of the department/unit:

Education Information Centre

Name of the institute/agency:

Office of the National Education
Commission

Office of the Prime Minister

Head of the department/unit:

Mr. Sumret Prasertsook
Director, Education Centre

Address:

1st Building, 2nd Floor
Sukhothai Rd.
Wachira, Dusit
Bangkok 10300, Thailand

Telephone:

(66 2) 6687110-24 ext.1217

Facsimile:

(66 2) 2480085

Email:

info@onec.go.th

URL:

Contact Information:

Name of the department/unit:
Statistics Department

Name of the institute/agency:
Board of Research Plan and
Coordination
Ministry of National Education

Head of the department/unit:
A. Osman Yildiz
Head of Department

Address:
4 Floor Block A
Ataturk Bulvari, Bakanlikloir
Ankara 06648, Turkey

Telephone:
(90 312) 425 0086

Facsimile:
(90 312) 418 6401

Email:
apk@meb.gov.tr

URL:

Human Resources and Facilities

The department has 10 staff members of whom 6 are men. They are assigned to data collection, data processing and analysis, data entry and desktop publishing. Some of them are assigned to training and project development.

The department has several PCs and Macintosh computers. But it seems that there are more staff members than there are computers. The computers are connected with a network system using Windows NT. There are a number of laser printers, a scanner and a photocopier. The department has access to the Internet.

The department uses Oracle for database development. There is no computerized EMIS software being used.

There is no information on training facilities.

Functions and Activities

The department collects information from pre-primary, primary and secondary levels as well as vocational/ technical and non-formal education. Collected data include information on schools, students, staff, classes and classrooms, buildings and other physical facilities. Data are collected annually.

The department provides training on a regular basis. Central-level education personnel receive training in data compilation procedures, data collection, and statistics and data analysis.

The department provides feedback to sub-national levels (regional, provincial and district) through databases. It also produces the following publication:

- Milli Egitim Sausai Veriler (Turkish: Annually)

Human Resources and Facilities

The division has 4 technical staff members (2 men, 2 women). They are assigned to project development, research, data collection and checking, data entry, data processing and analysis, training, desktop publishing and school mapping. The division has a unit in each of the 6 regions to collect data.

The division has a number of PCs sufficient for the number of staff. The computers are connected into a network using Windows Workgroups. However, the network can only be accessed within the office. There are laser and colour printers as well as a photocopier but no scanner is yet available. The division has access to the Internet but only some facilities are available.

The staff uses Microsoft Access and Excel for database management and Microsoft Excel for data analysis. MapInfo and Vanris are used for GIS applications. There is no computerized EMIS system currently available.

The division has 2 training rooms with a maximum capacity of 20 participants.

Functions and Activities

The division collects data on pre-primary, primary, secondary, tertiary, vocational/technical education and teacher training. The data are collected annually. Non-formal education data are collected occasionally. Data on schools, students, staff, buildings and other physical facilities, curricula and textbooks, and in-service training are compiled annually. However, classes and classrooms, teaching-learning materials, learning achievement, education financing, and community financing information is collected only occasionally.

Upon request, the division organizes training in data compilation and data collection procedures, statistics and data analysis, and computer applications for personnel at various education administrative levels (central and regional).

The division provides feedback to officials at sub-national levels in the form of reports and databases. There are two annual publications:

- Statistical Digest (Annually)
- Education Research Report (Annually)

Vanuatu

Republic of

Contact Information:

Name of the department/unit:
Division of Policy and Planning Services

Name of the institute/agency:
Department of Education, Youth and Sports
Vanuatu Government

Head of the department/unit:
Mr. George Andrews
Director General of Department of Education

Address:
PMB 208, Port-Vila
Ministry and Department of Education
Central, Shefa
Port Vila 028, Republic of Vanuatu

Telephone:
(678) 22309

Facsimile:
(678) 22849

Email:

URL:

Contact Information:

Name of the department/unit:
Education Management
Information Centre

Name of the institute/agency:
Ministry of Education and Training

Head of the department/unit:
Mr. Nguyen Quang Kinh
Director I

Address:
Dai Co Viet Road
Hai Ba Trung
Hanoi 84-4, S.R. Viet Nam

Telephone:
(84 4) 8694795

Facsimile:
(84 4) 8694085

Email:

URL:

Human Resources and Facilities

The centre has 6 staff members, including the Head of Unit and 5 staff (1 man, 4 women) responsible for technical work. The main functions of the technical staff are data collection, data checking, data entry, data processing and analysis. In addition, one staff member is assigned to project development and training.

The centre has enough computers for every staff member and all computers are PCs. The computers are not connected into a network system yet. The staff has a number of dot matrix and laser printers but no colour printer or photocopier. There is also no Internet facility yet.

The centre uses Microsoft Excel, Dbase and FoxPro for databases. Microsoft Excel is the main data analysis software. There is no use of any GIS software. In addition, no computerized EMIS software has been developed.

There is no information regarding training facilities.

Functions and Activities

The centre collects information from all levels (pre-primary, primary, secondary, tertiary, vocational/ technical, teacher training, and non-formal education). The data are compiled annually. Collected data include information on schools, students, staff, classes and classrooms, school buildings and physical facilities, learning achievement and in-service training.

Upon request, the centre provides training in data collection form explanation and procedures, as well as computer applications, to central-level education personnel.

Upon request, the staff also provides data to provincial and district-level education services. The centre produces the following publications for dissemination to concerned agencies and institutions:

- Statistical Data on Education (Vietnamese: Annually)
- Viet Nam Education Statistics in Brief (Vietnamese, English: Annually)