

Proposed Organizational Structure of SEAMEO TED

The organisation of the Centre will be in line with the SEAMEO organisation. The supervisory body of the Centre is the Governing Board with a representative from each SEAMEO Member Country. The Centre will be headed by a Director with super senior post, supported by two heads of Divisions (Programme Division and Administration Division).

1. **The Governing Board of the Centre:** Responsible for reviewing the Centre's operation and budget and set policies and programmes.
2. **The Centre Director:** Is the chief administrative officer with a number professional staff and general service staff as necessary to carry out the Centre's functions.
3. **The Divisions of the Centre**

3.1 The Programme Division

This division will conduct training focusing on awareness raising and capacity building of Technical Education personnel in the region, including research capacity in Technical Education. This division will also conduct research on the following key areas such as: Policy and Strategy for building Technical Education system and society; Competences and skills for the knowledge economy and information society; The future of education and training systems: Cross-country comparisons; Barriers and obstacles to participation in Technical Education; Qualification frameworks to promote Technical Education and labour mobility; Education and training and human resource development; Training and professionalization of teachers and educators; e-Learning; Indicators and benchmarks for monitoring progress in Technical Education in the region; Partnership for Technical Education; and Promotion system for Technical Education.

3.3 The Administration Division

This division will be responsible for the following:

- Human resource management;
- Preparing and managing finances;
- To publish and disseminate all research reports and other materials to various local and international relevant agencies;
- Managing physical development and maintenance;
- Procurement and management of assets; and
- To engage potential donor agencies.

(The proposed organizational structure of SEAMEO TED as shown below)

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