

### Specific Functions

- a. To establish and control the municipal plans for the development of Pre-school Education, Primary Education, Special Education, Secondary Education, Pre-University Education, Technical and Professional Education, and Adult Education.
- b. To organise the processes for the adaptation and regulation of the objectives and the planning of activities, as well as the execution of the actions to control their compliance in the short, medium and long term.
- c. To guide and methodologically control the educational teaching work of the educational institutions and the Pioneer Palace.
- d. To promote, organise, facilitate and integrate the work of all organisations that participate in educational activities in a systematic and consistent manner.
- e. To establish the objectives, types and specialties of educational centers and other educational institutions that correspond to the different education subsystems.
- f. To establish, advise and control the application of the legal and methodological provisions that govern the educational process of the levels and types of education which directs, and other activities that, as a result of this process, are carried out by other state agencies and by political, social and mass organisations.
- g. To prepare, in coordination with the other political and mass organisations, the proposal for the approval by the Government of the plans of continuity of study for all graduates of sixth and ninth grades, as well as those of twelfth grade who do not access Higher Education or go to the Active Military Service, in correspondence with the priorities of the economic and social development of the province and the network of the existing centers.
- h. To advise, guide, supervise and systematically control educations and educational centers, to promote the proper development of their functions, as well as systematically supervise and control the fulfillment of these through different channels.
- i. To control the requirements for the creation, merger, transfer and closure of educational centers and school premises belonging to the Ministry of Education, and approve those cases that, due to their importance and magnitude, are required.
- j. To establish, guide and control the main directions of the ideological and political preparation, the patriotic military and internationalist education of the students, as well as the teaching and management staff, in order to exert the appropriate influence on the children and youth in each historical moment of the development of our Revolution.
- k. To establish, guide and control the norms and requirements for the application of the principle of the combination of work-study at all levels and types of education.
- l. To design, guide and control the policy related to vocational training and professional orientation of the new generations, in correspondence with the needs of the socio-economic development of the municipality.
- m. To guide and control the application of the policy regarding the training, completion, retention, overcoming and more rational use of the teaching and management workforce.
- n. To design, guide and control the fulfillment of the plans aimed at achieving the education of the Cuban family and to keep it informed about the most important aspects of the education and development of their children.

- o. To direct and guide the planning process (annual and monthly) of the activities of the DME and the other subordinate entities.
- p. To decide and control the instrumentation, application and compliance with the Board Policy regarding the movement of the Special Pedagogical Reserve.
- q. To apply and control current curricula and syllabus.
- r. To advise and control the application of the legal and methodological provisions that govern the educational process.
- s. To comply with regulations regarding the accreditation, issuance and delivery of diplomas.
- t. To evaluate and control the process of development and technology transfer in the activities under its charge, as well as the operation and effective use and development of its scientific potential, in accordance with the regulations established.