

**Ministerial Statute No. 7/2008
of 15 May**

**Organisational Structure of the National Directorate of Technical Higher
Education**

The Organic Law of the Ministry of Education, as approved by Decree-Law No. 2/2008, of 16 January, envisages, under article 5(1)(h), the establishment of the National Directorate of Technical Higher Education as a direct state administration service, with the objective of coordinating and executing policies on technical higher education and university education provided by public, private and cooperative establishments.

In terms of article 24(1) of the above-mentioned statute, it is incumbent upon the Minister of Education to approve by a specific ministerial statute the regulation of the organisational and functional structure of the national directorates.

Thus, to efficiently pursue its goals, this Organic Law establishes, within the National Directorate of Technical Higher Education, the structure indispensable for the smooth running of the service.

Pursuant to article 24(1) of Decree-Law No. 2/2008, of 16 January, in conjunction with article 24 of Decree-Law 7/2007, of 5 September, the Government orders, through the Minister of Education, the publication of the following statute:

**CHAPTER I
NATURE, COMPETENCES AND RESPONSIBILITIES**

**Article 1
Nature and Competences**

The National Directorate of Technical and Higher Education, hereinafter referred to as DNETS for short, is the main service of the Ministry of Education responsible for the coordination and execution of policies on technical higher education and university education, public, private and cooperative, without prejudice to the scientific and pedagogical autonomy of higher education establishments, as well as the training of a qualified workforce.

Article 2

Responsibilities

It is incumbent upon DNETS, namely:

- a) To establish the organisational framework for technical higher education and university education;
- b) To take part in the definition of policies and priorities on the revamp or establishment of technical colleges and universities;
- c) To ensure and provide guidance with regard to vocational education and training modalities;
- d) To develop and ensure accreditation standards for higher education institutions in the country;
- e) To liaise and co-operate with universities, technical colleges, associations and other technical higher education institutions, both regional and international;
- f) To Propose legal criteria for access to universities and technical colleges and eligibility for scholarship awards, taking into account the development of technical higher education and university education;
- g) To ensure the implementation of the policy on scholarship awards and manage operations related to competitions for admission to higher education and higher education scholarship awards;
- h) To follow up the academic and social situation of trainees and students in higher education establishments, especially those on a scholarship;
- i) To help professionals access the labour market, upon completion of their course or degree;
- j) To provide incentives for and support the establishment of student associations overseas;
- k) To promote the articulation between higher education, science, technology, and research in order to ensure sustained endogenous development;
- l) To ensure the access, collection, processing and dissemination of scientific and technological information;
- m) To prepare and keep an updated inventory record of the scientific and technological potential;

- n) To provide technical, logistical and material support for technical colleges and universities, safeguarding their own autonomy;
- o) To establish rules and supervise actions related to admission to higher education, in conjunction with learning establishments and regional services;
- p) To process applications for the official recognition of higher education institutions and courses, both private and cooperative;
- q) To ensure the deposit and registration of syllabuses and curricula of courses offered by technical colleges and universities;
- r) To organise applications for diplomas and equivalent ratings of qualifications awarded by technical colleges and universities;
- s) To take part in the definition of a teaching career in higher education establishments, articulated with the research career.

CHAPTER II ORGANISATIONAL STRUCTURE, MANAGEMENT AND SERVICES

Article 3 Organisational structure

1. DNETS is comprised of the National Directorate and the following Departments:
 - a) Department of Technical Higher Education;
 - b) Department of University Education;
 - c) Department of Higher Education Evaluation and Accreditation;
 - d) Department of Social Action in Higher Education.
2. The competences conferred upon each Department may be delegated to sections, within the direct purview of the Head of Department, where the volume of work or its complexity so justifies, and their establishment is regulated by a Ministerial Statute, on proposal of the National Director of DNETS.

Article 4
Leadership and Managerial Positions

1. DNETS is headed by a National Director, appointed by the Minister of Education, who reports directly to the latter.
2. Departments are led by Heads of Department, appointed in accordance with the law.
3. The National Director oversees the Heads of Department.
4. Functional managerial positions may be established on the proposal of the National Director, for the purpose of coordinating tasks, under article 22 of Decree-Law No. 19/2006, of 15 November, provided that there is the coordination of, at least, 10 staff members, or the complexity of the coordination of such staff members is duly proven.

Article 5
Competences of the National Director

1. It is incumbent upon the National Director of DNETS:
 - a) To direct and coordinate DNETS services, through their departments and the coordination of the work of the latter with the services of the Ministry;
 - b) To represent DNETS within other National Directorates and other services and public entities, both national and foreign, in the area of technical or polytechnic higher education and university education;
 - c) To ensure and maintain the coordination between the services and entities provided for in the previous subparagraph;
 - d) To submit, by 30 September, the Annual Work Plan of DNETS for the following year, to the Minister of Education;
 - e) To submit to the Minister a draft budget for the following financial year;
 - f) To submit to the Minister, by 15 January, the Annual Activity Report for the previous year;
 - g) To propose to the Minister of Education the appointment of Heads of Department;

- h) To propose to the Minister of Education the establishment of sections, in coordination with the respective Head of Department, where the volume of work in the Department or its complexity so justifies;
 - i) To propose to the Minister of Education the appointment of functional managerial positions, provided that there is the coordination of, at least, 10 staff members or the coordination of such staff members is duly proven;
 - j) To assign tasks to the staff posted to DNETS;
 - k) To propose to the Minister of Education adequate plans and programmes on professional capacity building and development of DNETS members of staff;
 - l) To carry out such other activities as may be assigned thereto by law or delegated.
2. In case of absence or impediment, the National Director is replaced by one of the Heads of Department designated to that effect.

Article 6
Department of Technical Higher Education

1. The Department of Technical Higher Education is the service responsible for the coordination and execution of policies on technical higher education.
2. It is incumbent upon the Department of Technical Higher Education, namely:
 - a) To establish the organisational framework for technical higher education;
 - b) To take part in the definition of policies and priorities for the revamp or establishment of technical higher education institutions;
 - c) To liaise and co-operate with technical and polytechnic education establishments, associations and other technical and polytechnic institutions, both regional and international;
 - d) To help professionals access the labour market, upon completion of their respective courses;
 - e) To collaborate with the Department of Technical Higher Education in the articulation between technical higher education, science and technology, and research, with the aim of ensuring sustained endogenous development;

- f) To collaborate with the Department of Technical Higher Education in accessing, collecting, processing and disseminating scientific and technical information;
- g) To provide technical, logistical and material support for technical higher education, safeguarding their autonomy.

Article 7
Department of University Education

1. The Department of University Education is the service responsible for the coordination and execution of policies on university education.
2. It is incumbent upon the Department of University Education, namely:
 - a) To establish the organisational framework for university education;
 - b) To take part in the definition of policies and priorities for the revamp or establishment of higher education institutions;
 - c) To liaise and co-operate with universities and other higher education institutions, associations and other institutions, both regional and international, in the area of university education;
 - d) To help higher education graduates access the labour market, upon completion of their degrees;
 - e) To promote articulation between higher education, science, technology, and research in order to ensure sustained endogenous development;
 - f) To ensure access to, collection, processing and dissemination of scientific and technical information;
 - g) To prepare and keep an updated inventory record of the country's technological and scientific potential;
 - h) To take part in the definition of the teaching career in higher education, articulated with the research career;

Article 8

Department of Higher Education Evaluation and Accreditation

1. The Department of Higher Education Evaluation and Accreditation is the service responsible for the coordination and execution of policies on the evaluation and accreditation of higher education institutions and courses, as well as policies on higher education access.
2. It is incumbent upon the Department of Higher Education Evaluation and Accreditation, namely:
 - a) To develop and ensure accreditation standards for higher education institutions in the country;
 - b) To prepare applications for the official recognition of higher education institutions and courses;
 - c) To ensure the deposit and the registration of syllabuses and curricula of courses offered by higher education institutions;
 - d) To process applications for the recognition of diplomas and the granting of equivalent ratings of higher education qualifications;
 - e) To propose legal procedures for access to technical higher education and university education, in collaboration, respectively, with the Department of Technical Higher Education and the Department of University Education;
 - f) To establish rules and supervise actions relating to enrolment in higher education, in conjunction with learning institutions and regional education services.

Article 9

Department of Social Action in Higher Education

1. The Department of Social Action in Higher Education is the service responsible for the coordination and execution of policies on social action services in schools aimed at economically-disadvantaged students.
2. It is incumbent upon the Department of Social Action in Higher Education, namely:
 - a) To propose legal criteria for scholarship awards;
 - b) To ensure the implementation of the scholarship policy;

- c) To manage operations related to the competition for higher education scholarship awards;
- d) To follow up the academic and social situation of students on a scholarship;
- e) To propose and coordinate the implementation of other actions within the scope of social action in higher education, namely, school canteen, accommodation and transport services.

CHAPTER III ON PERSONNEL

Article 10 Staffing Table

The staffing table is approved by a ministerial statute of the Minister of Education and the Ministers responsible Finance, and State Administration, in accordance with article 24(2) of Decree-Law No. 2/2008, of 16 January.

Article 11 Table of leadership and managerial positions

Leadership and managerial positions are set forth in the schedule attached to this ministerial statute, which is an integral part hereof.

Article 12 Internships

1. DNETS offers unremunerated internships to higher education students.
2. The National Director of DNETS determines, on a yearly basis, the number of vacancies for internships and the duration thereof.
3. The procedure for selecting interns is published through a public notice, which must include the pre-requisites for the submission of applications, as well as the selection criteria.
4. The internships provided for in this article envisage providing students with training in a working environment and introducing them to Public Administration procedures and practices.

**CHAPTER IV
TRANSITORY AND FINAL PROVISIONS**

**Article 13
Assignment of personnel**

The assignment of the personnel necessary for the operations of DNETS shall be effected by an internal order, pending the approval of the staffing table contemplated in article 10 of this ministerial statute.

**Article 14
Entry into force**

This ministerial statute shall come into force on the day following the date of its publication.

Approved by the Minister of Education on 8 May 2008.

The Minister of Education

João Cândia Freitas, Ph. D.

ANNEXE

(Schedule referred to in article 11)

Designation of leadership and managerial positions	Number of positions	Salary scale
National Director.....	1	6
Head of Department....	4	5