



# TEACHING SERVICE COMMISSION

Vulupindi Haus, Level 3, P.O Box 6268, BOROKO – National Capital District, Papua New Guinea

## CIRCULAR INSTRUCTION NO: 7 OF 2026

**Date:** 08<sup>th</sup> June, 2026

**File:** 1.2.1

**TO:**

**ALL PROVINCIAL ADMINISTRATORS  
ALL PROVINCIAL EDUCATION ADVISORS/EXECUTIVE MANAGERS  
ALL CHURCH EDUCATION SECRETARIES  
ALL PROVINCIAL TSC OFFICERS  
ALL TEACHERS WITHIN THE NATIONAL EDUCATION SYSTEM**

**SUBJECT: TEACHERS LEAVE FARE MANAGEMENT & UPDATE OF ALL  
TEACHERS 2025 OUSTANDING LEAVE FARE WITH CURRENT  
TEACHERS LEAVE FARE INFORMATION TO BE SUBMITTED TO  
TSC END OF JULY 2026**

### 1. AUTHORITY

This Circular is issued under the **Teaching Service Act 1988** (specifically Section 9,43, 61,71,85,130, and 151) and the **Education Act 1983**. Absolute Legal authority over all teacher employment business, welfare, and entitlement resides exclusively with the Teaching Service Commission (TSC).

### 2. PURPOSE

This circular directs all Provincial Administrations, Education Boards (PEBs/DEBs) and Church Education Secretaries to align with the National Government's **PNG Reset@50** mandate which calls for all education sector to correct long standing teachers allowance issue in the country. TSC is now aligning and resetting all Teacher Management Operations. As the sole employer, the Commission is now called to ensure all teacher welfare, allowances and leave fare entitlements is effectively coordinated and managed by Teaching Service Commission.

### 3. BACKGROUND

- 3.1. The Prime Minister has directed that all teacher welfare management autonomously controlled by TSC, fulfilling the 2014 Parliamentary recommendation as TSC is a State agency responsible for all Teacher Management Functions.
- 3.2. State Solicitor legal advice (2019 and 2025) confirms that all teacher personnel functions rest strictly with the Commission.

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- 3.2.1. The TSC Restructure implements a 10-20-70 service delivery model to increase subnational level manpower across all Provinces and Districts.
- 3.3. National Executive Council (NEC) Decision No. 63 of 2015 affirms the centralization of teacher business to eliminate Provincial fragmentation.
- 3.4. Decentralized payrolls failed to resolve critical issues like late leave fares and teacher high annual auto-suspension rates.

#### **4. TEACHING SERVICE AUTHORITY IN MANAGING TEACHERS WITHIN THE NATIONAL EDUCATION SYSTEM**

Teacher employment and entitlements are strictly governed by TSC under **Section 9** of the Teaching Service Act 1988. Core statutory functions under Sections 9, 11, 130, and 143 mandate the TSC to:

- a. Oversee and regulate all terms and conditions of teachers**
- b. Protect teachers' rights from adverse external decisions**
- c. Act as the sole legal agent for the State as the Employer**
- d. Determine and enforce all teachers' salaries and allowances**
- e. Regulate non-citizen auxiliary teachers under Auxiliary Members Act**

- 4.1. Under **Section 151**, TSC holds supreme power to override any provincial decision that infringes on teachers' rights. TSC is legally empowered to issue binding administrative directions to enforce compliance.

#### **5. TEACHERS LEAVE FARE OUTSTANDING MANAGEMENT**

Per the Prime Minister's Directive dated 14th March 2026, Teachers who have served and met the leave fare eligibility requirement are now called to inform and update the Commission of the correct information in relation to your leave fare entitlements.

All teachers must immediately submit their updated leave fare files to respective Provincial TSC Office. Submissions must include detailed claims for 2025 outstanding leave fares (shortfalls/non-Leave Fares Survey Form (available at TSC Offices and online pages). Provincial TSC Advisors must audit and submit all consolidate Provincial files to the TSC Industrial Relations/Appointment Office in Port Moresby on or end of June 2026. Late data will not be accepted.

#### **6. TEACHERS PERSONNEL EMOLUMENT AND LEAVE FARE BUDGET**

The Commission has commenced work on the 2027 Teachers Personnel Emolument and Leave Fare Budget. The Commission has served various instruction in consistent to Prime Minister's directive for provinces to submit **Teachers data on Leave Fares**. The Commission acknowledges those provinces that have submitted the full leave fare information.

The following provinces have yet to comply and provide all teacher leave fare data.

##### **1. Western Highlands Province**

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2. Enga Province
3. Hela Province
4. Central Province
5. East Sepik Province

The Commission is calling on all Provincial Administration team to work in partnership for the good of our teachers within each province and district. Further failure to submit this information will result in teachers leave fares not captured in the budget and teachers will miss out for leave fare and specific province will **be accountable and responsible for the teachers leave fare for 2027.**

## 7. COMPLIANCE DIRECTION FOR ALL TEACHERS

Teachers are reminded and informed that all payable allowance including **Teachers' leave fares** warrants are Legal entitlement for Teachers. This allowance will be processed only when a Teacher has fully upheld the full values of teaching and committing as a teacher with full time delivering quality Teaching confirmed **through students' performance result and the School Monthly Returns.**

Teachers who do not commit their time with unauthorized absenteeism identified through the monthly and termly performance report will not be eligible for any payable allowance. Teachers must not compromise their teaching profession by taking part in any illegal activities within and outside of the school.

Teaching is a Noble Profession that requires total commitment. High moral and ethical values must be maintained for an honest earning, leave fare allowance with all other payable allowance will be monitored with your performance for final payment to be made. Teachers who are confirmed to be absent will not be Eligible for any allowance tied to their position. All allowance will be denied and recouped back to the state.

## 8. TSC PARTNERSHIP WITH ALL STAKEHOLDERS

The Commission acknowledges and appreciates continuous partnership with all stakeholders in ensuring teachers' rights are not infringed by other authorities but aligned to the governing principles of the Teaching Service Act. Given the current challenges of teachers issues been escalating on all media headlines every year has painted negative impression on the Teaching Profession.

It's now a Government directive and a call for reset in managing teachers under the PNG Reset@50 framework; Teaching Service now calls on all Provincial Administrators, District Administrators, Central Agencies and Development Partners to support this to build our country with an effective teaching workforce going forward for the next 50 years.

## 9. CONCLUSION

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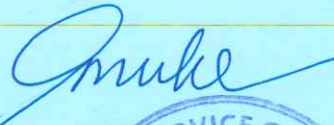


Compliance with this Circular is mandatory for the 2026/2027 academic year. All Teaching Workforce throughout the country is now called to immediately fill the Teacher Leave Survey Form and Submit to TSC Office in the Province or can forward direct to TSC Industrial and Appointment Team immediately without delay using the following emails.

[Vanua\\_Gumuna@education.gov.pg](mailto:Vanua_Gumuna@education.gov.pg) and [Joshua\\_Pingumb@education.gov.pg](mailto:Joshua_Pingumb@education.gov.pg)



**MAINI MIKE UGAIA (MR)**  
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A/Commissioner Operation

**Distribution:**

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All Teachers

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