

**NATIONAL STATISTICS BUREAU
ROYAL GOVERNMENT OF BHUTAN**

**PERFORMANCE AGREEMENT
BETWEEN
DIRECTOR GENERAL AND
CHIEF STATISTICAL OFFICER, SURVEY/CENSUS AND
DATA PROCESSING DIVISION**

(July 1, 2016 – June 30, 2017)

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Preamble

The Performance Agreement is entered into between the Director General and Chief Statistical Officer of the Survey/Census and Data Processing Division (S/CDPD), National Statistics Bureau (NSB).

The objectives of this Performance Agreement are:

- a) To establish clarity and consensus about annual priorities for the S/CDPD, consistent with the 2016-17 Annual Performance Agreement (APA), NSB's 11th Five Year Plan and the Government's other priorities;
- b) To make the S/CDPD fully responsible for driving implementation and delivering the results against the annual priorities; and
- c) To provide an objective and fair basis for evaluating the S/CDPD 's overall performance at the end of the year;

The Performance Agreement represents an important accountability mechanism for inculcating a performance based culture at all levels of government.

THEREFORE, the parties hereto agree as follows:

Section 1: Vision, Mission and Objectives

Vision

- Support evidence-based policy/decision making in the country; and
- Be a key provider of world class statistical information.

Mission

- Provide timely, relevant and reliable statistics consistent with international principles and standard for effective decision making and monitoring; and
- Be a key provider of internationally comparable statistical information.

Objectives

- 1) To ensure availability of timely, relevant and reliable official statistics;
- 2) To institutionalize standard data collection system;
- 3) To enable effective and efficient public service delivery;
- 4) To provide effective and efficient direction and operational services;
- 5) To create a conducive environment for gender equality and child protection; and
- 6) To prevent corruption.

Roles and Responsibilities of the Survey/Census and Data Processing Division are as follows:

1. Conduct nationwide surveys/censuses;
2. Provide survey/census clearances proposed by agencies/individuals by making sure that statistical standards and methods are properly followed;
3. Extend technical support to government agencies in the conduct of surveys/censuses as well as statistical software training;
4. Conduct case studies based on government priorities; and
5. Publish and disseminate survey/census as well as case study reports.

The success indicators of the S/CDPD are to:

1. Timeline by which the 2016 PHCB statistical tables are producedCollect data, analyze and publish the Annual Dzongkhag Statistics (ADS);
2. Timeline by which the 2016 PHCB results are published;
3. Timeline by which the 2016 PHCB results' dissemination workshop is conducted and reports launched;
4. Timeline by which the 2016 PHCB field data collection is completed;
5. Timeline by which the National Integrity Assessment Survey is conducted;
6. TAT of surveys/census cleared within 7 working days after fulfillment of conditions;
7. TAT to Provide micro-data in the form of public use files to agencies/persons requesting for it after the request received;
8. Total statistical technical support rendered from amongst total requested;
9. No. of trainings to data producers (Govt.) on statistical software (CsPro, SPSS, Stata) conducted; and
10. Number of publications with sex disaggregated data by age, sectors and districts¹.

¹This is a mandatory success indicator from NCWC reflected in S/CDPD, SERAD, PHGISD & CAID's APAs wherein divisionsshall jointly publish minimum of three gender reports in total.

Section 2: Objectives, Success Indicators & Target

Objective	Weight	Action	Success Indicator	Unit	Weight	Excellent [100%]	Very Good [90%]	Good [80%]	Fair [70%]	Poor [60%]
To ensure availability of timely, relevant and reliable official statistics	20	Collect, compile, analyze and publish monthly, quarterly and annual official statistics reports	Timeline by which the Bhutan Living Standards Survey (BLSS) field data collection is completed	Date	5	30 May. 2017	---	---	---	Later than 30 Jun. 2017
			Timeline by which the Quarterly Household Expenditure Survey (HES) is conducted	Date	5	90 days after the end of the quarter	120 days after the end of the quarter	---	---	Not able to produce quarterly
		Process 2016 PHCB data	Timeline by which the 2016 PHCB statistical tables are produced ²	Date	10	31 Jan. 2017	28 Feb. 2017	30 Mar. 2017	30 Apr. 2017	Later than 30 Jun. 2017
To enable effective and efficient public service delivery	6	Strengthen accountability transparency, efficiency and effectiveness in governance	Timeline by which the National Integrity Assessment Survey is conducted	Date	2	30 May. 2017	---	---	---	Later than 30 Jun. 2017
			TAT of surveys/census cleared within 7 working days after fulfillment of conditions	Percent	1	100	90	80	70	60
			TAT to Provide micro-data in the form of public use files to agencies/persons requesting for it after the request received	Percent	1	100	90	80	70	60
		Enhance efficiency and effectiveness of public service delivery	Total statistical technical support rendered from amongst total requested	Percent	1	100	90	80	70	60
			No. of trainings to data producers (Govt.) on statistical software (CsPro, SPSS, Stata) conducted	Number	1	2	--	--	--	1
To create a conducive environment	1	Institutionalize integration of gender equality	Number of publications with sex disaggregated data by age, sectors and districts	Number	1	1 ³	--	-	-	Not able to publish

² S/CDPD shall take the lead role in implementing this success indicator in collaboration with the PHGISD.

³In total, NSB will have to publish minimum of 3 reports (not necessarily 3 each by a division).

for gender equality and child protection		and child protection concerns								
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Section 3: Trend values of success indicators

Objective	Action	Success Indicator	Unit	Actual Values [FY 2013-14]	Actual Values [FY 2014-15]	Target Values [FY 2015-16]	Projected Values [FY 2016-17]	Projected Values [FY 2017-18]
To ensure availability of timely, relevant and reliable official statistics	Collect, compile, analyze and publish monthly, quarterly and annual official statistics reports	Timeline by which the Bhutan Living Standards Survey (BLSS) field data collection is completed	Date	0	0	0	1	0
		Timeline by which the Quarterly Household Expenditure Survey (HES) is conducted	Date	0	0	0	2	4
	Process 2016 PHCB data	Timeline by which the 2016 PHCB statistical tables are produced	Date	0	0	0	1	0
To enable effective and efficient public service delivery	Strengthen accountability, transparency, efficiency and effectiveness in governance	Timeline by which the National Integrity Assessment Survey is conducted	Date	1	1	0	1	1
		TAT of surveys/census cleared within 7 working days after fulfillment of conditions	Percent	100	100	100	100	100
		TAT to Provide micro-data in the form of public use files to agencies/persons requesting for it after the request received	Percent	100	100	100	100	100
	Enhance efficiency and effectiveness of public service delivery	Total statistical technical support rendered from amongst total requested	Percent	100	100	100	100	100
		No. of trainings to data producers (Govt.) on statistical software (CsPro, SPSS, Stata) conducted	Number	2	3	3	2	2
To create a conducive	Institutionalize integration of	Number of publications with sex disaggregated data by age,	Number	-	-	-	1	-

environment for gender equality and child protection	gender equality and child protection concerns	sectors and districts						
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Section 5: Requirements from other Ministries, Agencies, Dzongkhags and Divisions

Organisation Name	Relevant Success Indicator	Requirement from the Organisation	Justification for the Requirement	Requirement detail	Impact (If Not Met)
MINISTRY OF AGRICULTURE AND FORESTS	Timeline by which the 2016 PHCB statistical tables are produced	1. Statistical indicators from respective ministries; and 2. Statistical Officers deputation to the NSB for PHCB.	PHCB is a multi-disciplinary task requiring different experts from the relevant fields	At least six months required	Sector specific indicators from PHCB may not be produced
MINISTRY OF ECONOMIC AFFAIRS	Timeline by which the 2016 PHCB statistical tables are produced	1. Statistical indicators from respective ministries; and 2. Statistical Officers deputation to the NSB for PHCB.	PHCB is a multi-disciplinary task requiring different experts from the relevant fields	At least six months required	Sector specific indicators from PHCB may not be produced
MINISTRY OF EDUCATION	Timeline by which the 2016 PHCB statistical tables are produced	1. Statistical indicators from respective ministries; and 2. Statistical Officers deputation to the NSB for PHCB.	PHCB is a multi-disciplinary task requiring different experts from the relevant fields	At least six months required	Sector specific indicators from PHCB may not be produced
MINISTRY OF HEALTH	Timeline by which the 2016 PHCB statistical tables are produced	1. Statistical indicators from respective ministries; and 2. Statistical Officers deputation to the NSB for PHCB.	PHCB is a multi-disciplinary task requiring different experts from the relevant fields	At least six months required	Sector specific indicators from PHCB may not be produced
MINISTRY OF HOME & CULTURAL AFFAIRS	Timeline by which the 2016 PHCB statistical tables are produced	1. Statistical indicators from respective ministries; and	PHCB is a multi-disciplinary task requiring different experts from the	At least six months required	Sector specific indicators from PHCB may not be produced

		2. Statistical Officers deputation to the NSB for PHCB.	relevant fields		
MINISTRY OF INFORMATION & COMMUNICATIONS	Timeline by which the 2016 PHCB statistical tables are produced	1. Statistical indicators from respective ministries; and 2. Statistical Officers deputation to the NSB for PHCB.	PHCB is a multi-disciplinary task requiring different experts from the relevant fields	At least six months required	Sector specific indicators from PHCB may not be produced
MINISTRY OF LABOUR & HUMAN RESOURCES	Timeline by which the 2016 PHCB statistical tables are produced	1. Statistical indicators from respective ministries; and 2. Statistical Officers deputation to the NSB for PHCB.	PHCB is a multi-disciplinary task requiring different experts from the relevant fields	At least six months required	Sector specific indicators from PHCB may not be produced
MINISTRY OF WORKS AND HUMAN SETTLEMENT	Timeline by which the 2016 PHCB statistical tables are produced	1. Statistical indicators from respective ministries; and 2. Statistical Officers deputation to the NSB for PHCB.	PHCB is a multi-disciplinary task requiring different experts from the relevant fields	At least six months required	Sector specific indicators from PHCB may not be produced
BHUTAN BROADCASTING SERVICE	Timeline by which the 2016 PHCB statistical tables are produced	1. Statistical indicators from respective ministries; 2. Manpower/Statistical Officers deputation to the NSB for PHCB; and 3. Cooperation and support.	PHCB is a multi-disciplinary task requiring different experts from the relevant fields	Until the 2016 PHCB is completed	May not be able to conduct the PHCB successfully

BHUTAN INFORMATION COMMUNICATION MEDIA AUTHORITY	Timeline by which the 2016 PHCB statistical tables are produced	1. Statistical indicators from respective ministries; 2. Manpower/Statistical Officers deputation to the NSB for PHCB; and 3. Cooperation and support.	PHCB is a multi- disciplinary task requiring different experts from the relevant fields	Until the 2016 PHCB is completed	May not be able to conduct the PHCB successfully
CABINET SECRETARIAT	Timeline by which the 2016 PHCB statistical tables are produced	1. Statistical indicators from respective ministries; 2. Manpower/Statistical Officers deputation to the NSB for PHCB; and 3. Cooperation and support.	PHCB is a multi- disciplinary task requiring different experts from the relevant fields	Until the 2016 PHCB is completed	May not be able to conduct the PHCB successfully
CENTRE FOR BHUTAN STUDIES	Timeline by which the 2016 PHCB statistical tables are produced	1. Statistical indicators from respective ministries; 2. Manpower/Statistical Officers deputation to the NSB for PHCB; and 3. Cooperation and support.	PHCB is a multi- disciplinary task requiring different experts from the relevant fields	Until the 2016 PHCB is completed	May not be able to conduct the PHCB successfully
CIVIL SOCIETY ORGANIZATION AUTHORITY	Timeline by which the 2016 PHCB statistical tables are produced	1. Statistical indicators from respective ministries;	PHCB is a multi- disciplinary task requiring different experts from the	Until the 2016 PHCB is completed	May not be able to conduct the PHCB successfully

		2. Manpower/Statistical Officers deputation to the NSB for PHCB; and 3. Cooperation and support.	relevant fields		
COUNCIL FOR RELIGIOUS AFFAIRS	Timeline by which the 2016 PHCB statistical tables are produced	1. Statistical indicators from respective ministries; 2. Manpower/Statistical Officers deputation to the NSB for PHCB; and 3. Cooperation and support.	PHCB is a multi-disciplinary task requiring different experts from the relevant fields	Until the 2016 PHCB is completed	May not be able to conduct the PHCB successfully
DZONGKHA DEVELOPMENT COMMISSION	Timeline by which the 2016 PHCB statistical tables are produced	1. Statistical indicators from respective ministries; 2. Manpower/Statistical Officers deputation to the NSB for PHCB; and 3. Cooperation and support.	PHCB is a multi-disciplinary task requiring different experts from the relevant fields	Until the 2016 PHCB is completed	May not be able to conduct the PHCB successfully
ELECTION COMMISSION OF BHUTAN	Timeline by which the 2016 PHCB statistical tables are produced	1. Statistical indicators from respective ministries; 2. Manpower/Statistical Officers deputation to the NSB for	PHCB is a multi-disciplinary task requiring different experts from the relevant fields	Until the 2016 PHCB is completed	May not be able to conduct the PHCB successfully

		PHCB; and 3. Cooperation and support.			
Gelephu Thromde	Timeline by which the 2016 PHCB statistical tables are produced	1. Statistical indicators from respective ministries; 2. Manpower/Statistical Officers deputation to the NSB for PHCB; and 3. Cooperation and support.	PHCB is a multi-disciplinary task requiring different experts from the relevant fields	Until the 2016 PHCB is completed	May not be able to conduct the PHCB successfully
GROSS NATIONAL HAPPINESS COMMISSION	Timeline by which the 2016 PHCB statistical tables are produced	1. Statistical indicators from respective ministries; 2. Manpower/Statistical Officers deputation to the NSB for PHCB; and 3. Cooperation and support.	PHCB is a multi-disciplinary task requiring different experts from the relevant fields	Until the 2016 PHCB is completed	May not be able to conduct the PHCB successfully
HIS MAJESTY'S SECRETARIAT	Timeline by which the 2016 PHCB statistical tables are produced	1. Statistical indicators from respective ministries; 2. Manpower/Statistical Officers deputation to the NSB for PHCB; and 3. Cooperation and support.	PHCB is a multi-disciplinary task requiring different experts from the relevant fields	Until the 2016 PHCB is completed	May not be able to conduct the PHCB successfully

HIS MAJESTY'S SECRETARIAT (4TH KING)	Timeline by which the 2016 PHCB statistical tables are produced	1. Statistical indicators from respective ministries; 2. Manpower/Statistical Officers deputation to the NSB for PHCB; and 3. Cooperation and support.	PHCB is a multi-disciplinary task requiring different experts from the relevant fields	Until the 2016 PHCB is completed	May not be able to conduct the PHCB successfully
JIGME DORJI WANGCHUCK NATIONAL REFERRAL HOSPITAL	Timeline by which the 2016 PHCB statistical tables are produced	1. Statistical indicators from respective ministries; 2. Manpower/Statistical Officers deputation to the NSB for PHCB; and 3. Cooperation and support.	PHCB is a multi-disciplinary task requiring different experts from the relevant fields	Until the 2016 PHCB is completed	May not be able to conduct the PHCB successfully
Khesar Gyalpo University of Medical Sciences	Timeline by which the 2016 PHCB statistical tables are produced	1. Statistical indicators from respective ministries; 2. Manpower/Statistical Officers deputation to the NSB for PHCB; and 3. Cooperation and support.	PHCB is a multi-disciplinary task requiring different experts from the relevant fields	Until the 2016 PHCB is completed	May not be able to conduct the PHCB successfully
NATIONAL ASSEMBLY OF BHUTAN	Timeline by which the 2016 PHCB statistical tables are produced	1. Statistical indicators from respective ministries;	PHCB is a multi-disciplinary task requiring different experts from the	Until the 2016 PHCB is completed	May not be able to conduct the PHCB successfully

		2. Manpower/Statistical Officers deputation to the NSB for PHCB; and 3. Cooperation and support.	relevant fields		
NATIONAL COMMISSION FOR WOMEN & CHILDREN	Timeline by which the 2016 PHCB statistical tables are produced	1. Statistical indicators from respective ministries; 2. Manpower/Statistical Officers deputation to the NSB for PHCB; and 3. Cooperation and support.	PHCB is a multi-disciplinary task requiring different experts from the relevant fields	Until the 2016 PHCB is completed	May not be able to conduct the PHCB successfully
NATIONAL COUNCIL OF BHUTAN	Timeline by which the 2016 PHCB statistical tables are produced	1. Statistical indicators from respective ministries; 2. Manpower/Statistical Officers deputation to the NSB for PHCB; and 3. Cooperation and support.	PHCB is a multi-disciplinary task requiring different experts from the relevant fields	Until the 2016 PHCB is completed	May not be able to conduct the PHCB successfully
NATIONAL ENVIRONMENT COMMISSION	Timeline by which the 2016 PHCB statistical tables are produced	1. Statistical indicators from respective ministries; 2. Manpower/Statistical Officers deputation to the NSB for	PHCB is a multi-disciplinary task requiring different experts from the relevant fields	Until the 2016 PHCB is completed	May not be able to conduct the PHCB successfully

		PHCB; and 3. Cooperation and support.			
NATIONAL LAND COMMISSION	Timeline by which the 2016 PHCB statistical tables are produced	1. Statistical indicators from respective ministries; 2. Manpower/Statistical Officers deputation to the NSB for PHCB; and 3. Cooperation and support.	PHCB is a multi-disciplinary task requiring different experts from the relevant fields	Until the 2016 PHCB is completed	May not be able to conduct the PHCB successfully
Phuntsholing Thromde	Timeline by which the 2016 PHCB statistical tables are produced	1. Statistical indicators from respective ministries; 2. Manpower/Statistical Officers deputation to the NSB for PHCB; and 3. Cooperation and support.	PHCB is a multi-disciplinary task requiring different experts from the relevant fields	Until the 2016 PHCB is completed	May not be able to conduct the PHCB successfully
ROYAL CIVIL SERVICE COMMISSION	Timeline by which the 2016 PHCB statistical tables are produced	1. Statistical indicators from respective ministries; 2. Manpower/Statistical Officers deputation to the NSB for PHCB; and 3. Cooperation and support.	PHCB is a multi-disciplinary task requiring different experts from the relevant fields	Until the 2016 PHCB is completed	May not be able to conduct the PHCB successfully

ROYAL EDUCATION COUNCIL	Timeline by which the 2016 PHCB statistical tables are produced	1. Statistical indicators from respective ministries; 2. Manpower/Statistical Officers deputation to the NSB for PHCB; and 3. Cooperation and support.	PHCB is a multi-disciplinary task requiring different experts from the relevant fields	Until the 2016 PHCB is completed	May not be able to conduct the PHCB successfully
ROYAL PRIVY COUNCIL	Timeline by which the 2016 PHCB statistical tables are produced	1. Statistical indicators from respective ministries; 2. Manpower/Statistical Officers deputation to the NSB for PHCB; and 3. Cooperation and support.	PHCB is a multi-disciplinary task requiring different experts from the relevant fields	Until the 2016 PHCB is completed	May not be able to conduct the PHCB successfully
ROYAL UNIVERSITY OF BHUTAN	Timeline by which the 2016 PHCB statistical tables are produced	1. Statistical indicators from respective ministries; 2. Manpower/Statistical Officers deputation to the NSB for PHCB; and 3. Cooperation and support.	PHCB is a multi-disciplinary task requiring different experts from the relevant fields	Until the 2016 PHCB is completed	May not be able to conduct the PHCB successfully
Samdrupjongkhar Thromde	Timeline by which the 2016 PHCB statistical tables are produced	1. Statistical indicators from respective ministries;	PHCB is a multi-disciplinary task requiring different experts from the	Until the 2016 PHCB is completed	May not be able to conduct the PHCB successfully

		2. Manpower/Statistical Officers deputation to the NSB for PHCB; and 3. Cooperation and support.	relevant fields		
Thimphu Thromde	Timeline by which the 2016 PHCB statistical tables are produced	1. Statistical indicators from respective ministries; 2. Manpower/Statistical Officers deputation to the NSB for PHCB; and 3. Cooperation and support.	PHCB is a multi-disciplinary task requiring different experts from the relevant fields	Until the 2016 PHCB is completed	May not be able to conduct the PHCB successfully
THROMDEYS	Timeline by which the 2016 PHCB statistical tables are produced	1. Statistical indicators from respective ministries; 2. Manpower/Statistical Officers deputation to the NSB for PHCB; and 3. Cooperation and support.	PHCB is a multi-disciplinary task requiring different experts from the relevant fields	Until the 2016 PHCB is completed	May not be able to conduct the PHCB successfully
TOURISM COUNCIL OF BHUTAN	Timeline by which the 2016 PHCB statistical tables are produced	1. Statistical indicators from respective ministries; 2. Manpower/Statistical Officers deputation to the NSB for	PHCB is a multi-disciplinary task requiring different experts from the relevant fields	Until the 2016 PHCB is completed	May not be able to conduct the PHCB successfully

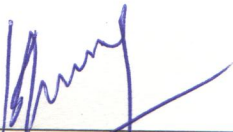
		PHCB; and 3. Cooperation and support.			
UNIVERSITY OF MEDICAL SCIENCE OF BHUTAN	Timeline by which the 2016 PHCB statistical tables are produced	1. Statistical indicators from respective ministries; 2. Manpower/Statistical Officers deputation to the NSB for PHCB; and 3. Cooperation and support.	PHCB is a multi-disciplinary task requiring different experts from the relevant fields	Until the 2016 PHCB is completed	May not be able to conduct the PHCB successfully
All Dzongkhags	Timeline by which the 2016 PHCB statistical tables are produced	1. Support and facilitation to conduct the 2016 PHCB; and 2. Statistical Officers (DSO) deputation to the NSB for PHCB.	PHCB is a multi-disciplinary task requiring different experts from the relevant fields	At least one year required	Coordination at the Dzongkhag level may not function
ANTI-CORRUPTION COMMISSION	Timeline by which the National Integrity Assessment Survey is conducted	Financial and administrative support to conduct the NIACS	Without funding support and administrative commitments, NIACS cannot be carried out	Financial and administrative supports required to conduct the NIACS	NIACS cannot be conducted

Whereas,

I, the Chief Statistical Officer, Survey/Census and Data Processing Division, commit to the Director General, National Statistics Bureau to deliver the results described in this Annual Performance Agreement.

I, the Director General, commit to the Chief Statistical Officer, Survey/Census and Data Processing Division, on behalf of the National Statistics Bureau and the Royal Government of Bhutan, to provide the necessary fund and resources for delivery of the results described in this Annual Performance Agreement.


SIGNED:



Kuenga Tshering
Director General
National Statistics Bureau

13/07/2016

Date



Phub Sangay
Chief Statistical Officer
Survey/Census and Data Processing
Division

13/7/2016

Date