

**NATIONAL STATISTICS BUREAU  
ROYAL GOVERNMENT OF BHUTAN**

**PERFORMANCE AGREEMENT  
BETWEEN  
DIRECTOR GENERAL AND  
OFFICIATING CHIEF STATISTICAL OFFICER,  
COORDINATION AND INFORMATION DIVISION**

(July 1, 2016 □ June 30, 2017)

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**Preamble**

The Performance Agreement is entered into between the Director General and Officiating Chief Statistical Officer of the Coordination and Information Division (CAID), National Statistics Bureau (NSB).

The objectives of this Performance Agreement are:

- a) To establish clarity and consensus about annual priorities for the CAID consistent with the 2016-17 Annual Performance Agreement (APA), NSB's 11<sup>th</sup> Five Year Plan and the Government's other priorities;
- b) To make the CAID 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 CAID'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 CAID are to:**

1. Develop clear line of communication and well delineated responsibilities among statistical agencies;
2. Develop and co-ordinate work plans or strategies based on the type, timing, and periodicity of data needs;
3. Co-ordinate with Dzongkhags in relation to surveys and statistical activities;
4. Co-ordinate with foreign states and international agencies;
5. Compile, analyze, and publish Statistical Yearbook, Annual Dzongkhag Statistics, Dzongkhag at A Glance, National Data Summary Page and other regular publications;
6. Verify and validate all sectoral level statistical estimates through workshops to ensure soundness of methodology and consistency with statistical procedures, and also uniformity in data thus issued;
7. Conduct workshops and training for statistical personnel from time to time in order to keep abreast of statistical techniques and other developments in the field; and
8. Compile and distribute Socio-economic indicators and socio-economic impact assessments.

**The success indicators of the CAID are to:**

1. Timeline by which the Comparative Socio-Economic Indicators (SEI) is published;
2. Timeline by which the Annual Statistical Yearbook of Bhutan (SYB) is published;
3. Timeline by which the Annual Dzongkhag Statistics (ADS) is published online;
4. Timeline by which the Dzongkhag at A Glance (DAG) is published;
5. Timeline by which the Bhutan at A Glance (BAG) is published;
6. Timeline by which the Statistical Conference is conducted;
7. Collect data, compile and publish the quarterly National Summary Data Page (NSDP) for Bhutan;
8. Timeline by which the data to the SAARCSTs, national and international agencies are provided; and
9. Number of publications with sex disaggregated data by age, sectors and districts<sup>1</sup>.

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<sup>1</sup>This is a mandatory success indicator from NCWC reflected in S/CDPD, SERAD, PHGISD & CAID's APAs wherein divisions shall jointly publish minimum of three gender reports in total (Not each).

## 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	12	Collect, compile, analyze and publish monthly, quarterly and annual official statistics reports	Timeline by which the Comparative Socio-Economic Indicators (SEI) is published	Date	2	60 days after end of the quarter	75 days after the end of the quarter	90 days after the end of the quarter	100 days after the end of the quarter	Not able to produce quarterly
			Timeline by which the Annual Statistical Yearbook of Bhutan (SYB) is published	Date	3	30 Sept. 2016	30 Oct. 2016	30 Nov. 2016	30 Dec. 2016	Later than 30 Jun. 2017
			Timeline by which the Annual Dzongkhag Statistics (ADS) is published online	Date	2	30 Dec. 2016	30 Jan. 2017	28 Feb. 2017	30 Mar. 2017	Later than 30 Jun. 2017
			Timeline by which the Dzongkhag at A Glance (DAG) is published	Date	2	30 Mar. 2017	30 Apr. 2017	30 May. 2017	---	Later than 30 Jun. 2017
			Timeline by which the Bhutan at A Glance (BAG) is published	Date	1	30 Oct. 2016	30 Nov. 2016	30 Dec. 2016	---	Later than 30 Jun. 2017
			Timeline by which the National Summary Data Page(NSDP) is published <sup>2</sup>	Date	1	60 days after end of the quarter	75 days after the end of the quarter	90 days after the end of the quarter	100 days after the end of the quarter	Not able to produce quarterly
			Timeline by which the data to the SAARCSTs, other national and international agencies are provided <sup>3</sup>	Date	1	Within three weeks after request	Within four weeks after request	---	---	Not able to submit

<sup>2</sup> This is success indicator (SI) is not reflected in the APA of the NSB since it doesn't involve any costs and it is additional SI of the division.

<sup>3</sup> This is success indicator (SI) is also not reflected in the APA of the NSB since it doesn't involve any costs and it is additional SI of the division.

To institutionalize standard data collection system	1	Streamline and strengthen the Bhutan Statistical System (BSS)	Timeline by which the Statistical Conference is conducted	Date	1	Jan. 2017	Mar. 2017	Apr. 2017	May. 2017	Later than 30 Jun. 2017
To create a conducive environment for gender equality and child protection	1	Institutionalize integration of gender equality and child protection concerns	Number of publications with sex disaggregated data by age, sectors and districts	Number	1	1	--	-	-	Not able to publish

### 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 Comparative Socio-Economic Indicators (SEI) is published	Date	One report published in each quarter after 60 days of the end of the quarter	One report published in each quarter after 60 days of the end of the quarter	One report published in each quarter after 60 days of the end of the quarter	One report published in each quarter after 60 days of the end of the quarter	One report published in each quarter after 60 days of the end of the quarter
		Timeline by which the Annual Statistical Yearbook of Bhutan (SYB) is published	Date	Annual SYB published by 30th Sept. 2016	Annual SYB published by 30th Sept. 2016	Annual SYB published by 30th Sept. 2016	Annual SYB published by 30th Sept. 2016	Annual SYB published by 30th Sept. 2016
		Timeline by which the Annual Dzongkhag Statistics (ADS) is published online	Date	Annual Dzongkhag Statistics is published online by 30th Dec. 2016	Annual Dzongkhag Statistics is published online by 30th Dec. 2016	Annual Dzongkhag Statistics is published online by 30th Dec. 2016	Annual Dzongkhag Statistics is published online by 30th Dec. 2016	Annual Dzongkhag Statistics is published online by 30th Dec. 2016
		Timeline by which the Dzongkhag at A Glance (DAG) is published	Date	NA	NA	NA	Dzongkhag at A Glance is published by 30th Mar. 2017	Dzongkhag at A Glance is published by 30th Mar. 2017
		Timeline by which the Bhutan at A Glance (BAG) is published	Date	BAG is published by 30th Oct. 2016	BAG is published by 30th Oct. 2016	BAG is published by 30th Oct. 2016	BAG is published by 30th Oct. 2016	BAG is published by 30th Oct. 2016
		Timeline by which the National Summary Data Page(NSDP) is published	Date	One report published in each quarter after 60 days of the end of the quarter	One report published in each quarter after 60 days of the end of the quarter	One report published in each quarter after 60 days of the end of the quarter	One report published in each quarter after 60 days of the end of the quarter	One report published in each quarter after 60 days of the end of the quarter
		Timeline by which the data to the SAARCSTs, other	Date	Within three weeks after request	Within four weeks after request	---	---	Not able to submit



		national and international agencies are provided						
To institutionalize standard data collection system	Streamline and strengthen the Bhutan Statistical System (BSS)	Timeline by which the Statistical Conference is conducted	Date	0	1	0	1	1
To create a conducive environment for gender equality and child protection	Institutionalize integration of gender equality and child protection concerns	Number of publications with sex disaggregated data by age, sectors and districts	Number	-	-	-	1	-

#### Section 4: Definition of Success Indicators

Success Indicator	Description	Data Collection Methodology	Data Collection Frequency	Data Source
Timeline by which the Comparative Socio-Economic Indicators (SEI) is published	Socio-Economic Indicators for Bhutan	Through official correspondences and e-mails	Quarterly	From relevant ministries and agencies, corporations and private firms. Published quarterly SEI reports available at CAID, NSB.
Timeline by which the Annual Statistical Yearbook of Bhutan (SYB) is published	Annual Statistical Year Book (SYB)	Through official correspondences, mails and field visits.	Annually	From relevant ministries, agencies, corporations and private companies. Accessible at published SYB book at NSB's website.
Timeline by which the Bhutan at A Glance (BAG) is published	Bhutan at A Glance	Through official correspondences and e-mails	Annually	From relevant ministries and agencies, corporations and private firms. Will be available at NSB's website.
Timeline by which the Dzongkhag at A Glance (DAG) is published	---	---	Annually	Annual Dzongkhag Statistics Report. Will be available at NSB's website.
Number of publications with sex disaggregated data by age, sectors and districts	This indicator refers to collection and use of disaggregated data by sex, age, sector and districts in the publications of NSB	NSB publications	Annually	Consultations, focused group discussion and surveys

### Section 5: Requirements from other Ministries, Agencies & Dzongkhags

Organisation Name	Relevant Success Indicator	Requirement from the Organisation	Justification for the Requirement	Requirement detail	Impact (If Not Met)
All Ministries	Timeline by which the Comparative Socio-Economic Indicators (SEI) is published	Provide us the required statistical information/real time quarterly SEI data in a prescribed format from all relevant sectors	In order to produce quarterly Socio-Economic Indicators	For publication of the Quarterly Socio-Economic Indicators, data needed are 100%	The publications/reports will be delayed or not be published/reported and cannot achieve the target
MINISTRY OF AGRICULTURE AND FORESTS	Timeline by which the Comparative Socio-Economic Indicators (SEI) is published	Provide us the required statistical information/real time quarterly SEI data in a prescribed format from all relevant sectors	In order to produce quarterly Socio-Economic Indicators	For publication of the Quarterly Socio-Economic Indicators, data needed are 100%	The publications/reports will be delayed or not be published/reported and cannot achieve the target
MINISTRY OF ECONOMIC AFFAIRS	Timeline by which the Comparative Socio-Economic Indicators (SEI) is published	Provide us the required statistical information/real time quarterly SEI data in a prescribed format from all relevant sectors	In order to produce quarterly Socio-Economic Indicators	For publication of the Quarterly Socio-Economic Indicators, data needed are 100%	The publications/reports will be delayed or not be published/reported and cannot achieve the target
MINISTRY OF EDUCATION	Timeline by which the Comparative Socio-Economic Indicators (SEI) is published	Provide us the required statistical information/real time quarterly SEI data in a prescribed format from all relevant sectors	In order to produce quarterly Socio-Economic Indicators	For publication of the Quarterly Socio-Economic Indicators, data needed are 100%	The publications/reports will be delayed or not be published/reported and cannot achieve the target
MINISTRY OF FINANCE	Timeline by which the Comparative Socio-Economic Indicators (SEI) is published	Provide us the required statistical information/real time quarterly SEI data in a prescribed format from all relevant sectors	In order to produce quarterly Socio-Economic Indicators	For publication of the Quarterly Socio-Economic Indicators, data needed are 100%	The publications/reports will be delayed or not be published/reported and cannot achieve the target
MINISTRY OF FOREIGN AFFAIRS	Timeline by which the Comparative Socio-Economic Indicators (SEI) is published	Provide us the required statistical information/real time quarterly SEI data in a prescribed format from all relevant sectors	In order to produce quarterly Socio-Economic Indicators	For publication of the Quarterly Socio-Economic Indicators, data needed are 100%	The publications/reports will be delayed or not be published/reported and cannot achieve the target

MINISTRY OF HEALTH	Timeline by which the Comparative Socio-Economic Indicators (SEI) is published	Provide us the required statistical information/real time quarterly SEI data in a prescribed format from all relevant sectors	In order to produce quarterly Socio-Economic Indicators	For publication of the Quarterly Socio-Economic Indicators, data needed are 100%	The publications/reports will be delayed or not be published/reported and cannot achieve the target
MINISTRY OF HOME & CULTURAL AFFAIRS	Timeline by which the Comparative Socio-Economic Indicators (SEI) is published	Provide us the required statistical information/real time quarterly SEI data in a prescribed format from all relevant sectors	In order to produce quarterly Socio-Economic Indicators	For publication of the Quarterly Socio-Economic Indicators, data needed are 100%	The publications/reports will be delayed or not be published/reported and cannot achieve the target
MINISTRY OF INFORMATION & COMMUNICATIONS	Timeline by which the Comparative Socio-Economic Indicators (SEI) is published	Provide us the required statistical information/real time quarterly SEI data in a prescribed format from all relevant sectors	In order to produce quarterly Socio-Economic Indicators	For publication of the Quarterly Socio-Economic Indicators, data needed are 100%	The publications/reports will be delayed or not be published/reported and cannot achieve the target
MINISTRY OF LABOUR & HUMAN RESOURCES	Timeline by which the Comparative Socio-Economic Indicators (SEI) is published	Provide us the required statistical information/real time quarterly SEI data in a prescribed format from all relevant sectors	In order to produce quarterly Socio-Economic Indicators	For publication of the Quarterly Socio-Economic Indicators, data needed are 100%	The publications/reports will be delayed or not be published/reported and cannot achieve the target
MINISTRY OF WORKS AND HUMAN SETTLEMENT	Timeline by which the Comparative Socio-Economic Indicators (SEI) is published	Provide us the required statistical information/real time quarterly SEI data in a prescribed format from all relevant sectors	In order to produce quarterly Socio-Economic Indicators	For publication of the Quarterly Socio-Economic Indicators, data needed are 100%	The publications/reports will be delayed or not be published/reported and cannot achieve the target
BHUTAN INFORMATION COMMUNICATION MEDIA AUTHORITY	Timeline by which the Comparative Socio-Economic Indicators (SEI) is published	Support/provide us the required statistical information/real time quarterly SEI data	In order to produce quarterly Socio-Economic Indicators	For publication of the Quarterly Socio-Economic Indicators, data needed are 100%	The publications/reports will be delayed or not be published/reported and cannot achieve the target
HIS MAJESTY'S SECRETARIAT	Timeline by which the Comparative Socio-Economic Indicators (SEI) is published	Support/provide us the required statistical information/real time quarterly SEI data	In order to produce quarterly Socio-Economic Indicators	For publication of the Quarterly Socio-Economic Indicators, data needed are 100%	The publications/reports will be delayed or not be published/reported and cannot achieve the target

HIS MAJESTY'S SECRETARIAT (4TH KING)	Timeline by which the Comparative Socio-Economic Indicators (SEI) is published	Support/provide us the required statistical information/real time quarterly SEI data	In order to produce quarterly Socio-Economic Indicators	For publication of the Quarterly Socio-Economic Indicators, data needed are 100%	The publications/reports will be delayed or not be published/reported and cannot achieve the target
All Ministries	Timeline by which the Annual Statistical Yearbook of Bhutan (SYB) is published	Provide us the required statistical information/real time sector specific SYB data from all relevant sectors	In order to produce SYB report annually	For publication of the SYB, sector specific data needed are 100%	The publication/report will be delayed or not be published/reported and cannot achieve the target
All Dzongkhags	Timeline by which the Annual Dzongkhag Statistics (ADS) is published online	Administrative support to provide us the required statistical information/ real time ADS & DAG data from all relevant sectors	In order to produce ADS & DAG, data from different sources are required	For publication of the ADS & DAG, data needed are 100%	The publication/report will be delayed or not be published/reported and cannot achieve the target
All Dzongkhags	Timeline by which the Dzongkhag at A Glance (DAG) is published	Financial and administrative support to Dzongkhag Statistical Officers in coming up with the Dzongkhag at A Glance report (DAG)	The DAG serves as an important Dzongkhag socio-economic indicators/information for the high profile dignitaries and visitors etc.. in the Dzongkhags.	150-200 copies of DAG to be published and printed annually and requires adequate amount of fund allocation for DSOs travels to collect, compile and for printing the DAG	Without which the DAG cannot be published and printed annually. Support needed from Dzongkhag is 100%.

**Whereas,**

I, the Officiating Chief Statistical Officer, Coordination and Information 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 Officiating Chief Statistical Officer, Coordination and Information 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:**



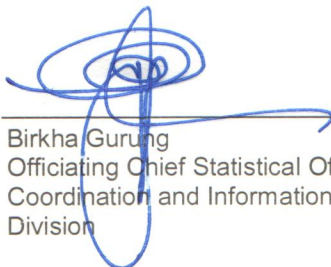
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Kuenga Tshering  
Director General  
National Statistics Bureau



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13/07/2016  
Date



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Birkha Gurung  
Officiating Chief Statistical Officer  
Coordination and Information  
Division

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18/07/16  
Date