**Recommendations by Dzongkhag & Gewog Sector Heads on Gewog-level Database Development (23rd-25th September, Bumthang).**

1. To involve all the sectors (Agriculture, Education, Health) from the Gewogs for the data/information collection and database development as they have strong working knowledge at the grass root levels; this will greatly enhance efficient and realistic planning and decision-making processes both at the Dzongkhag and national levels.
2. To have a uniform and systematic way of data collection at the Gewog level including co-ordination among sectors as it would help in monitoring and evaluation of activities carried out.
3. Data collection would have to be carried out based on the needs of the data users; for the data producers it is important to know what data is to be collected so that it is being effectively used for planning and decision-making. Keeping this fact in mind it was deemed important to have forums among data producers and users for dialogue and betterment of what data/information is being produced. Indicators that are being produced should be able to inform and help data users in policy formulation as well as for monitoring and evaluation purposes.
4. The need for a common format was discussed at length and seeing the benefits it would have on avoiding duplication of efforts in data collection, the commonality of codes being used and the enhancement of usage of information by being able to merge data from different sectors, the floor decided to pilot the common format with immediate effect. The Health sector agreed to collect the data during their Annual Health Survey while at the Gewog centre the GAO agreed to compile and manage the data collected making it accessible to all other sectors inclusive of the Gewog centres themselves. Since data collection is already being carried out by different sectors, it was realized that sharing of data to the Gewog Centres simultaneously with the Dzongkhag/Headquarters would not incur extra costs.
5. While data sharing was unanimously agreed by all sectors as being essential, the issue of sensitivity regarding certain sector-specific information was also raised. It was decided that, while the common format data would be shared, sector-specific information which might infringe on privacy and confidentiality of individuals and households would be shared with the Gewog Centres at an indicator/aggregate level and not at the micro/raw data level.
6. Monitoring of data reaching Gewog centres from the sectors would be carried out by the GAOs since they have already been nominated as the Gewog statistical focal persons (as agreed in the last workshop 3rd – 7th September 2012). To avoid extra steps it was also decided that a system will be put in place so that it is not person-driven but system-driven and a good practice would be to create group mails. This system would encourage different sectors to submit data to GCs during the course/event of even one sector initiating the data sharing process.
7. After discussions with the different sectors it was agreed that the pilot time period will be 3 months starting from October 2013 and that all the data to be shared, as agreed upon by the floor, should reach the Gewog centres by January 2014.
8. It was decided that Data at the Gewog level will be further disaggregated to the Chiwog level given that it would be very useful for planning at the lowest forms of administrative tiers.
9. If the pilot implementation proves successful, this mode of data collection could suffice for the conduct nationwide surveys and censuses, thereby cutting significant costs. The pilot in Bumthang Dzongkhag would then gradually be introduced to other Dzongkhags and subsequently, nationwide by 2016.
10. A common format for questionnaire was also agreed; the NSB would develop a final questionnaire together with a manual and distribute it to the participants by 5th October 2013.
11. Software training on statistical packages for the GAOs will be explored mainly to manage the data sent to the Gewog centres.
12. It was also agreed that the District Statistical Officer of Bumthang would get these recommendations endorsed by the Bumthang Dzongdag and subsequently direct the various sector heads to send their data to the Gewog centres (as agreed in clause 7 above).