



**PERFORMANCE AGREEMENT BETWEEN DIRECTOR GENERAL AND  
CHIEF STATISTICAL OFFICERS OF (SURVEY AND DATA  
PROCESSING DIVISION AND POPULATION HOUSING AND GIS  
DIVISION), NATIONAL STATISTICS BUREAU**

**(July 1, 2014 – June 30, 2015)**

## TABLE OF CONTENTS

---

---

Section 1: NSB’s Vision, Mission and Objectives .....	4
Section 2: Roles and Responsibilities of the Survey and Data Processing Division (SDPD) are as: .....	4
Section 3: Roles and Responsibilities of the Population Housing and GIS Division (PhGISD) are as:.....	5
Section 4: Key objectives, priorities, actions, success indicators and target.....	6
Section 5: Trend values of the success indicators.....	7
Section 7: Specific performance requirements from other ministries/agencies .....	8

## **Preamble**

The Performance Agreement is entered into between the Director General and Chief Statistical Officers of the (Survey and Data Processing Division and Population Housing and GIS Division) of National Statistics Bureau (NSB)

The objectives of this Performance Agreement are:

- a) To establish clarity and consensus about annual priorities for the National Statistics Bureau (NSB) consistent with the 11<sup>th</sup> Five Year Plan document, and Government's new priorities;
- b) To make the Division fully responsible for driving implementation and delivering the results against the annual priorities;
- c) To provide an objective and fair basis for evaluating the Division's overall performance at the end of year;

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

**NOW THEREFORE**, the parties hereto agree as follows:

---

## **Section 1: NSB's 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**

#### **The objectives of the National Statistics Bureau are to:**

1. Develop national statistics development strategy (NSDS);
2. Draft statistics bill of Bhutan (Statistical Legislation);
3. Conduct socio-economic and thematic research;
4. Conduct population housing census of Bhutan (PHCB);
5. Collect and publish monthly, quarterly and annual official statistics reports;
6. Develop environmental statistics and accounting;
7. Develop micro-data dissemination policy;
8. Develop standard operating procedures for survey/census clearance; and
9. Establish geog level data centre in two pilot Dzongkhags.

#### **Section 2: Roles and Responsibilities of the Survey and Data Processing Division (SDPD) are as:**

1. Responsible for conducting case studies;
2. Nationwide surveys and publish reports; and
3. Besides, the division is also responsible to extend technical support to the sectors and conduct training in the field of data collection and survey methodology.

**Section 3: Roles and Responsibilities of the Population Housing and GIS Division (PhGISD) are as:**

1. Database Management of Population and Housing Census Spatial information;
2. Building the spatial database for Dzongkhag and Geog level statistically through GIS platform;
3. Integration of Statistical information and the GIS database;
4. Development of Geo-database for socio-economic indicators in reference to National Geo-coordinate system;
5. Maintenance of Socio-economic geo-database for online information dissemination to the user organizations;
6. Customer oriented information extraction from the National Geo-database;
7. Confirming with the national standard with Centre for GIS Coordination (CGISC) in the field of technology advancement, Meta data, Data acquisition and data compatibility;
8. Meeting the training user needs in the field of GIS applications for GIS user communities;
9. Compilation of Statistical information from different user organizations for further dissemination through spatial data; and
10. Preparation of Socio-Economic Indicator GIS Atlas.

**Objectives**

**The objectives of Divisions (SDPD and PhGISD) are to:**

1. Conduct population housing census of Bhutan (PHCB);
2. Develop micro-data dissemination policy; and
3. Establish geog level data centre in two pilot Dzongkhags.

**Section 4: Key objectives, priorities, actions, success indicators and target**

Column 1	Column 2	Column 3	Column 4		Column 5	Column 6				
Objective	Weight of Objective	Actions	Success Indicator	Deadline/Unit	Weight of Success Indicator	Target / Criteria Value				
						Excellent	Very Good	Good	Fair	Poor
						100%	90%	80%	70%	60%
To conduct population housing census of Bhutan (PHCB)	70	House listing and mapping	House listing and mapping conducted	Mar, 2015	35	Mar, 2015	Apr, 2015	May, 2015	Jun, 2015	Jul, 2015
		Conduct PHCB	PHCB conducted	May, 2015	35	May, 2015	Jun, 2015	Jul, 2015	Aug, 2015	Sept, 2015
To develop micro-data dissemination policy	15	Finalization of micro-data dissemination policy for onward submission to GNHC	Micro-data dissemination policy finalized and submitted to GNHC	3 <sup>rd</sup> Nov, 2014	15	3 <sup>rd</sup> Nov, 2014	17 <sup>th</sup> Nov, 2014	1 <sup>st</sup> Dec, 2014	15 <sup>th</sup> Dec, 2014	31 <sup>st</sup> Dec, 2014
To establish geog level data centre in two pilot Dzongkhags	10	Training of staff and creation of geog level data centre	Data centres established	30 <sup>th</sup> Jun, 2015	10	30 <sup>th</sup> Jun, 2015	30 <sup>th</sup> Jul, 2015	31 <sup>st</sup> Aug, 2015	30 <sup>th</sup> Sept, 2015	30 <sup>th</sup> Oct, 2015
<b>Mandatory Objectives</b>										
To implement National Integrity and Anti-Corruption Strategy (NIACS)	5	Implement NIACS	Amount of irregularities reported by RAA in annual audit report	Million (Nu.)	3	0	0	0	0	>0
			Complaints to ACC against SDPD/PhGISD	Nos.	2	0	0	0	0	>0

**Section 5: Trend values of the success indicators**

Objective	Actions	Success Indicator	Unit	Actual Value for FY 12/13	Actual Value for FY 13/14	Target Value for FY 14/15	Projected Value for FY 15/16	Projected Value for FY 16/17	Projected Value for FY 17/18
To conduct population housing census of Bhutan (PHCB)	House listing and mapping	House listing and mapping conducted	Number	0	0	1	0	0	0
	Conduct PHCB	PHCB conducted	Number	0	0	1	0	0	0
To develop micro-data dissemination policy	Finalization of micro-data dissemination policy for onward submission to GNHC	Micro-data dissemination policy finalized and submitted to GNHC	Number	0	0	1	0	0	0
To establish geog level data centre in two pilot Dzongkhags	Training of staff and creation of geog level data centre	Data centres established	Number	0	0	2	0	0	0
<b>Mandatory Objectives</b>									
To implement National Integrity and Anti-Corruption Strategy (NIACS)	Implement NIACS	Amount of irregularities reported by RAA in annual audit report	Million (Nu.)	0	0	0	0	0	0
		Complaints to ACC against SDPD/PhGISD	Nos.	0	0	0	0	0	0

### Section 6: Description, definition and measurement of success indicators

SI. No.	Success Indicator	Description	Definition	Measurement	General Comments
1	Micro-data dissemination policy finalized and submitted to GNHC	Micro-data refers to an observation data collected on an individual object/statistical unit	----	----	----
2	Data centres established	All data pertaining to a geog will be maintained at the geog data centre in a standardized format	----	Two pilot Dzongkhags. The data centres shall be determined by the number of Geogs in those Dzongkhags	The pilot Dzongkhags have not been identified so far.

### Section 7: Specific performance requirements from other ministries/agencies

Organization Type	Organization Name	Relevant Success Indicator	What is your requirement from this organization	Justification for this requirement	Please quantify your requirement from this Organization	What happens if your requirement is not met
Government/ Corporate/ Private/CSOs/NGOs	All ministries and agencies and Corporate/Private/CSOs/NGOs	PHCB /House-listing and mapping and pilot census conducted	For the conduct of the PHCB, funding is required and yet to be secured. Multi-sectoral support required.	National undertaking for assessment of population and related socio economic indicators	About 7,000 enumerators will be required and a budget of \$3.6 m.	It will hamper proper planning and decision making. The frame for undertaking other households surveys will become obsolete.



**Whereas,**

I, the Chief Statistical Officers of the (Survey and Data Processing Division and Population Housing and GIS Division) of National Statistics Bureau (NSB), commit to the Director General to deliver the results described in this annual performance agreement.

I, the Director General, commit to the Chief Statistical Officers of the (Survey and Data Processing Division and Population Housing and GIS Division), on behalf of the National Statistics Bureau, to provide the necessary fund and resources for delivery of the results described in this annual performance agreement.

**SIGNED:**

---

**Phub Sangay**  
**Chief Statistical Officer**  
**Survey and Data Processing Division**

---

**Date**

---

**Tashi Dorjee**  
**Officiating Chief Statistical Officer**  
**Population Housing and GIS Division**

---

**Date**

---

**Kuenga Tshering**  
**Director General**  
**National Statistics Bureau**

---

**Date**