PERFORMANCE AGREEMENT
BETWEEN
DIRECTOR GENERAL AND CHIEF
STATISTICAL OFFICER OF THE SURVEY/
CENSUS AND DATA PROCESSING DIVISION

National Statistics Bureau

(July 1, 2015 – June 30, 2016)

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Preamble

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

The objectives of this Performance Agreement are:

a) To establish clarity and consensus about annual priorities for the **Survey/Census and Data Processing Division** consistent with the NSB's 11th Five Year Plan, and Government's other priorities;

b) To make the **Survey/Census and Data Processing Division** 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 **Division'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: NSB's Vision, Mission and Objectives

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

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

Objectives
1) To ensure availability of timely, relevant and reliable statistics;
2) To institutionalize standard data collection system;
3) To improve effective and efficient public service delivery; and
4) To implement National Integrity and Anti Corruption Strategy.

The objectives of the Survey/Census and Data Processing Division are:

1. To ensure availability of timely, relevant and reliable statistics:
   (1) Timeline by which National Integrity Assessment Survey is conducted; and
   (2) Timeline by which Enterprise Survey is conducted.

2. To institutionalize standard data collection system:
   (1) Timeline by which urban maps and household lists in two major Thromdes (G/Phu & S/Jongkhar) are updated.

3. To improve effective and efficient public service delivery:
   (1) Number of trainings to data producers including private consultancy firms on statistical software (CsPro, SPSS, Stata) conducted;
   (2) Percentage of statistical technical support rendered from amongst total requested;
   (3) Percentage of surveys/census cleared within 7 working days after fulfillment of conditions;
   (4) Percentage of micro-data in the form of public use files to agencies/persons requesting for it provided from total requests; and
   (5) Percentage of surveys/census monitored after clearance conducted.

4. To implement National Integrity and Anti Corruption Strategy:
   (1) Percentage of staff who have completed integrity diagnostic testing on time; and
   (2) Percentage of staff who have declared asset on time.

Section 2: Objectives, Success Indicators & Target

Objective	Weight[1]	Action	Success Indicator	Unit	Weight	Excellent [100%]	Very Good [90%]	Good [80%]	Fair [70%]	Poor [60%]
To ensure availability of timely, relevant and reliable statistics	10	Conduct surveys and censuses	Timeline by which National Integrity Assessment Survey is conducted	Date	5	30th December 2015	29th January 2016	29th February 2016	31st March 2016	29th April 2016
			Timeline by which Enterprise Survey is conducted	Date	5	30th September 2015	30th October 2015	30th November 2015	30th December 2015	30th January 2016
To institutionalize standard data collection system	5	Update urban maps and household lists in two major Thromdes (Gelephu & Samdrup Jongkhar)	Timeline by which urban maps and household lists in two major Thromdes (G/Phu & S/Jongkhar) are updated[2]	Date	5	29th April 2016	30th May 2016	30th June 2016	NA	later than June 2016
To improve effective and efficient public service delivery	11	Enhance efficiency and effectiveness of public service delivery	Number of trainings to data producers including private consultancy firms on statistical software (CsPro,	Number	2.5	3	2	1	0	0

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[1] The weights are all assigned same as per the Master APA signed in between DG, NSB and HPM

[2] This activity is being shared with the Population Housing and GIS Division as it is relevant to both the Division

			SPSS, Stata) conducted[3]							
			Percentage of statistical technical support rendered from amongst total requested	Percent	2.5	100	80	80	70	60
		Strengthen accountability transparency, efficiency and effectiveness in governance	Percentage of surveys/census cleared within 7 working days after fulfillment of conditions	Percent	3	100	80	80	70	60
			Percentage of micro-data in the form of public use files to agencies/persons requesting for it provided from total requests	Percent	2	100	80	60	40	20
			Percentage of surveys/census monitored after clearance conducted	Percent	1	10	8	6	4	0

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[3] This activity is also being shared with Socio-Economic Research and Analysis Division as it is relevant with both the Division

To implement National Integrity and Anti Corruption Strategy	5	Implement national integrity and anti-corruption strategy (NIACS)[4]	Percentage of staff who have completed integrity diagnostic testing on time	Percent	3	100%	90%	80%	70%	60%
			Percentage of staff who have declared asset on time	Percent	2	100%	90%	80%	70%	60%

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[4] This success indicator is same with all the Division including the weight of each activity in here

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 statistics	Conduct surveys and censuses	Timeline by which National Integrity Assessment Survey is conducted	Date	NA	NA	December 2015	NA	NA
		Timeline by which Enterprise Survey is conducted	Date	NA	NA	September 2015	NA	NA
To institutionalize standard data collection system	Update urban maps and household lists in two major Thromdes (Gelephu & Samdrup Jongkhar)	Timeline by which urban maps and household lists in two major Thromdes (G/phu & S/Jongkhar) are updated	Date	NA	NA	29th April 2016	NA	NA
To improve effective and efficient public service delivery	Enhance efficiency and effectiveness of public service delivery	Number of trainings to data producers including private consultancy firms on statistical software (CsPro, SPSS, Stata) conducted	Number	2	3	3	2	2
		Percentage of statistical technical support rendered	Percent	100	100	100	100	100

		from amongst total requested						
	Strengthen accountability transparency, efficiency and effectiveness in governance	Percentage of surveys/census cleared within 7 working days after fulfillment of conditions	Percent	0	100	100	100	100
		Percentage of micro-data in the form of public use files to agencies/persons requesting for it provided from total requests	Percent	100	100	100	100	100
		Percentage of surveys/census monitored after clearance conducted	Percent	0	0	10	10	10
To implement National Integrity and Anti Corruption Strategy	Implement national integrity and anti-corruption strategy (NIACS)	Percentage of staff who have completed integrity diagnostic testing on time	Percent	100%	90%	80%	70%	60%
		Percentage of staff who have declared asset on time	Percent	100%	90%	80%	70%	60%

Section 4: Definition of Success Indicators

Success Indicator	Description	Data Collection Methodology	Data Collection Frequency	Data Source
NA	NA	NA	NA	NA

Section 5: Requirements from other Ministries, Agencies & Dzongkhags

Organization Name	Relevant Success Indicator	Requirement from the Organization	Justification for the Requirement	Requirement detail	Impact (If Not Met)
Gelephu Thromde	Timeline by which urban maps and household lists in two major Thromdes (G/Phu & S/Jongkhar) are updated	Administrative support to provide required statistical information/real time households data	In order to conduct household lists and prepare urban map	In order to conduct household listing and to prepare urban map, data needed are 100%	The activity will be delayed and cannot achieve the target
Samdrupjongkhar Thromde	Timeline by which urban maps and household lists in two major Thromdes (G/phu & S/Jongkhar) are updated	Administrative support to provide required statistical information/real time households data	In order to conduct household lists and prepare urban map	In order to conduct household listing and to prepare urban map, data needed are 100%	The activity will be delayed and cannot achieve the target
Anti-Corruption Commission	Timeline by which National Integrity Assessment Survey is conducted	Funding and necessary administrative support required	In order to carry out the NIAC Survey	Funding and administrative support to carry out the NIACS is necessary	Target cannot be achieved

Whereas,

I, the **Chief Statistical Officer of the Survey/Census and Data Processing Division**, 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 Officer of the Survey/Census and Data Processing 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:

_____   6/8/2015
(Phub Sangay)
Chief Statistical Officer   _____
Survey/Census and Data Processing Division   Date

_____   6/08/2015
(Kuenga Tshering)   _____
Director General, National Statistics Bureau   Date