



PERFORMANCE AGREEMENT
BETWEEN
EXECUTIVE SECRETARY AND
CHIEF, DEVELOPMENT REGULATORY DIVISION, THIMPHU THROMDE

(July 1, 2018 – June 30, 2019)

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Preamble

The Performance Agreement is entered into between the Executive Secretary and Chief, Development Regulatory Division.

The objectives of this Performance Agreement are:

- a) To establish clarity and consensus about annual priorities for the consistent with the 12th Five Year Plan, and Thromde's other priorities;
- b) To make the Development Regulatory 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 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

An exemplary Thromde (City) in the region that is culturally vibrant, progressive, safe and livable

Mission

1. To provide affordable, equitable, efficient municipal services and facilities
2. To promote Bhutanese Socio-culture, economy, environmental image and financial sustainability of the Thromde

Objectives

- 1) To improve livability, safety and sustainability of human settlements
- 2) To improve quality of education & skills
- 3) To enhance health and nutrition of Thromde residents
- 4) To create gainful employment and enhance local economy
- 5) To promote gender equality and empower women and girls
- 6) Carbon neutral, climate and disaster resilient development enhanced
- 7) To enhance transparent, effective and efficient public service delivery
- 8) To strengthen democracy & decentralization
- 9) To preserve and promote culture & traditions

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 enhance transparency, efficiency and effective public service delivery	100	Service delivery improved	TAT for approval of new building application	Days	15	23	25	30	35	40
			TAT for approval of minor building application	Days	15	5	7	9	12	15
			TAT for issuance of new Occupancy Certificate	Days	15	7	9	11	13	15
			Illegal structures reduced within Thromde	%	12	100	90	80	70	60
			DCR compliance	%	10	100	90	80	70	60
			Inspection carried out by building inspectors	Nos	11	As per DCR	Not carried out			
To create gainful employment and enhance local economy		Facilitate job creation within Thromde	New enterprises and businesses supported and strengthened	%	11	100	90	80	70	60
			Existing enterprises and businesses supported and strengthened	%	11	100	90	80	70	60

Section 4: Definition of Success Indicators

Success Indicator	Description	Data Collection Methodology	Data Collection Frequency	Data Source
TAT for approval of new building application	This indicator measures the time taken for approval of new building application from the date of receipt of the application exclusive of the time taken to redesign/resubmission by clients after it has been rejected by Thromde	G2C data/Office records	Annually	DRD
TAT for approval of minor building application	This indicator measures the time taken for approval of new minor building application from the date of receipt of the application exclusive of the time taken to redesign/resubmission by clients after it has been rejected by Thromde	Office records	Annually	DRD
TAT for issuance of new Occupancy Certificate	This indicator measures the time taken for issuance of new Occupancy certificate from the date of receipt of application	Office records	Annually	DRD
Illegal structures demolished within Thromde	This indicator measures the action taken on number of illegal structures recorded in a year either through public complaints or through Thromde monitoring	Office records	Annually	DRD
DCR compliance	This indicator measures the strict compliance of DCR	Office records	Annually	DRD
Inspection carried out by building inspectors	This indicator measures the number of inspections carried out by the building inspectors as per the requirement of DCR and other existing rules and regulations	Office records	Annually	DRD

Number of new enterprises and businesses supported and strengthened	This indicator measures the number of new enterprises and businesses supported and strengthened in terms of issuance of location clearances and other necessary clearances required from Thromde within the permissible rules and regulations	Office records	Annually	DRD
Number of existing enterprises and businesses supported and strengthened	This indicator measures the number of existing enterprises and businesses supported and strengthened in terms of renewal and other relevant clearances as required to be provided by Thromde within the permissible rules and regulations	Office records	Annually	DRD/ELC

Section 5: Requirements from other Ministries, Agencies & Dzongkhags

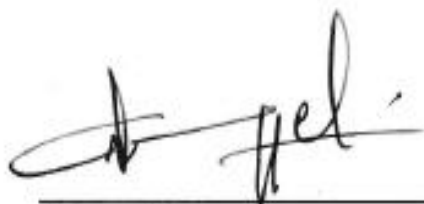
Organization Name	Relevant Success Indicator	Requirement from the Organisation	Justification for the Requirement	Requirement detail	Impact (If Not Met)
MINISTRY OF ECONOMIC AFFAIRS	Number of new CSMTs (non-farm)	1. Support to start-ups & CSMTs establishment in order to expedite operationalization of industries/ enterprises 2. Support in skills development on entrepreneurship, value chain & supply chain 3. Branding and Marketing of products and services	The Department of Trade under the Ministry has been carrying out various kinds of startups and CSMTs programs to encourage people to take up entrepreneurship	Support startups and CSMTs so that more people apply for such opportunities	Many will not be able to take up startups and CSMTs businesses if they are not made aware and trained
MINISTRY OF LABOUR & HUMAN RESOURCES	Number of jobs created	1. Pitching business ideas for sourcing support 2. Support in specific training for local entrepreneurs and job seekers	The Ministry has been carrying out various skills development training to encourage youths to take up entrepreneurship	Specific training for local entrepreneurs	Many people will not have any idea about business and hence they will not be ready to take up entrepreneurship

Whereas,

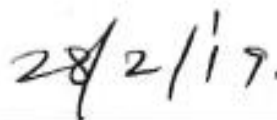
I, the Chief of Development Regulatory Division commit to the Executive Secretary to deliver the results described in this Annual Performance Agreement.

I, the Executive Secretary, commit to the Chief of Development Regulatory Division, on behalf of the Secretariat to provide the necessary fund and resources for delivery of the results described in this Annual Performance Agreement.

SIGNED:



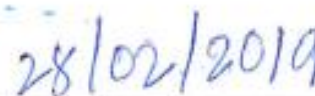
Karma Namgyel
Executive Secretary



Date



Palden Khandu
Chief, Development Regulatory
Division



Date