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**PERFORMANCE AGREEMENT
BETWEEN
PRIME MINISTER
AND
National Commission For Women & Children**

(July 1, 2019 – June 30, 2020)

TABLE OF CONTENTS



PERFORMANCE AGREEMENT

BETWEEN

PRIME MINISTER

AND

National Commission For Women & Children

(July 1, 2019 – June 30, 2020)

TABLE OF CONTENTS

Section 1: Vision, Mission and Objectives

Section 2: Objectives, Actions, Success Indicators and Target

Section 3: Trend Values of Success Indicators

Section 4: Description and Measurement of Success Indicators

Section 5: Requirements from other Ministries, Agencies and Dzongkhags

Preamble

The Performance Agreement is entered into between the Prime Minister and Director, National Commission For Women & Children.

The objectives of this Performance Agreement are:

- a) To establish clarity and consensus about annual priorities for the National Commission For Women & Children consistent with the 12th Five Year Plan , and Government's other priorities;
- b) To make the National Commission For Women & Children fully responsible for driving implementation and delivering the results against the annual priorities;
- c) To provide an objective and fair basis for evaluating the Agency'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 2: Objectives, Success Indicators & Target

Objective	Weight	Action	Success Indicator	Unit	Weight	Excellent [100%]	Very Good [90%]	Good [80%]	Fair [70%]	Poor [60%]
Efficient, reliable and accessible protection mechanism for women and children in need of care and protection established and strengthened	46	Establish protection mechanism for women and children in need of care and protection	Proportion of cases reported to NCWC successfully resolved	Percent	4	85	75	65	55	45
			Percentage of post adoption monitoring and evaluation conducted	Percent	3	100	90	80	70	60
			Time taken to process pre-adoption applications that are accepted by NCWC after fulfilling all the required documents	Days	3	Within 5 working days	6-8 working days	9-11 working days	12-14 working days	> 14 working days
			Percentage of Post Alternative Care Monitoring and Evaluation Conducted	Percent	4	100	90	80	70	60
			Time taken to process foster/kinship care after complying all the required formalities	Days	4	5 working Days	5-10 working days	10-15 working days	15-20 working days	> 20 working days
			No. of functional Women and Children Welfare Committee (WCWC) and Dzongkhag/Thromde Women and Children Committees (D/TWCC)	Number	3	25	20	15	10	5
			Timeline by which the Service Provider is accredited	Number	3	30 April 2020	15 May 2020	31 May 2020	15 Jun 2020	30 Jun 2020
		Draft SoP on Gender Based Violence submitted to the NCWC Commission	Date	4	31 Feb 2020	31 Mar 2020	30 Apr 2020	30 May 2020	30 Jun 2020	
		Implement targeted intervention for women and children in need of care and protection	Percent	4	100	90	80	70	60	
		Implement Gender Based Violence Pilot Project activities	Percent	4	40	35	25	15	10	

Objective	Weight	Action	Success Indicator	Unit	Weight	Excellent [100%]	Very Good [90%]	Good [80%]	Fair [70%]	Poor [60%]
Efficient, reliable and accessible protection mechanism for women and children in need of care and protection	46	Implement National Plan of Action for Child Wellbeing and Protection	Training package on early identification and safe referrals related to child protection developed	Date	4	30 Apr 2020	15 May 2020	31 May 2020	15 Jun 2020	30 Jun 2020
			Timeline by which the Campaign on Ending Violence Against Children conducted	Date	3	31 May 2020	15 Jun 2020	-	-	after 30 Jun 2020
			No. of awareness program on child rights and protection	Number	3	5	4	3	2	1
To strengthen knowledge management on Gender Equality and Child Welfare/protection issues	19	Enhance knowledge on gender and child issues	No. of awareness programs conducted on women related legislations and issues	Number	5	5	4	3	2	1
			No. of capacity building programs conducted	Number	4	7	6	5	4	3
		Conduct studies, surveys, assessments and develop analysis tools on gender and child protection issues	Timeline by which assessment of the implementation progress of the DVPA conducted	Date	3	15 Apr 2020	30 May 2020	15 Jun 2020	30 Jun 2020	After Jun 2020
			Timeline by which Gender Planning Analysis Tool/Checklist developed	Date	3	15 Apr 2020	30 Apr 2020	15 May 2020	30 May 2020	30 Jun 2020
		Prepare and submit reports related to gender, child protection and rights of women and children	Number of reports prepared and submitted	Number	4	3	2	-	-	1
To strengthen legal and policy environment for women and children's participation in all spheres	17	Draft and review legislations from a gender and child perspective	Draft NCWC Bill submitted to the NCWC Commission	Date	4	30 May 2020	10 Jun 2020	15 Jun 2020	30 Jun 2020	After 30 Jun 2020
			Proportion of legislations reviewed and submitted	Percent	4	100	90	80	70	60
		Review sectoral strategies, reports, guidelines, policies	Proportion of strategy/report/guideline/policies and other documents reviewed and submitted	Percent	4	100	90	80	70	60

Objective	Weight	Action	Success Indicator	Unit	Weight	Excellent [100%]	Very Good [90%]	Good [80%]	Fair [70%]	Poor [60%]
To strengthen legal and policy environment fo	17	Formulate and review policy documents from a gender and child perspective	Draft National Child Policy submitted to the NCWC Commission	Status of Work	5	30 May 2020	10 Jun 2020	15 Jun 2020	30 Jun 2020	After 30 Jun 2020
Gender friendly working conditions and environment strengthened	8	Establish support mechanism to encourage and sustain women's economic participation	Number of workplaces with functional Childcare (Creche) Centers established	Number	5	5	4	3	2	1
		Operationalize the internal framework to address gender equality related issues	No. of Dzongkhags operationalizing the internal framework to address gender equality related issues	Number	3	4	3	2	1	0
To ensure full utilization of Budget	5	Ensure Annual Budget Utilization	Percentage of annual budget utilization	Percent	5	>94%	90-94%	85-89%	80-84%	<70
To institutionalize and strengthen Government Performance Management System	2	Strengthen APA Implementation	Timely submission of APA implementation updates	Date	2	On the deadline communicated by GPMD	-	-	-	After the deadline communicated by GPMD
Transparent, accountable & integrity consciousness and culture strengthened	2	Enhance integrity system by implementing OIP	Integrity score improved	Percent	2	50% of OIP Implemented	40% of OIP Implemented	30% of OIP Implemented	20% of OIP Implemented	<20% of OIP Implemented

Objective	Weight	Action	Success Indicator	Unit	Weight	Excellent [100%]	Very Good [90%]	Good [80%]	Fair [70%]	Poor [60%]
1	1	Developed	Developed	Percent	1	100	-	-	-	<90

Section 3: Trend values of success indicators

Objective	Action	Success Indicator	Unit	Actual Values [FY 2018-19]	Target Values [FY 2019-20]	Projected Values [FY 2020-21]	Projected Values [FY 2021-22]	Projected Values [FY 2022-23]
Efficient, reliable and accessible protection mechanism for women and children in need of care and protection established and strengthened	Establish protection mechanism for women and children in need of care and protection	Proportion of cases reported to NCWC successfully resolved	Percent	80	85	85	85	85
		Percentage of post adoption monitoring and evaluation conducted	Percent	100	100	100	100	100
		Time taken to process pre-adoption applications that are accepted by NCWC after fulfilling all the required documents	Days	Within 5 working days	Within 5 working days	Within 5 working days	Within 5 working days	Within 5 working days
		Percentage of Post Alternative Care Monitoring and Evaluation Conducted	Percent	100	100	100	100	100
		Time taken to process foster/kinship care after complying all the required formalities	Days	5 working Days	5 working Days	5 working Days	5 working Days	5 working Days
		No. of functional Women and Children Welfare Committee (WCWC) and Dzongkhag/Thromde Women and Children Committees (D/TWCC)	Number	25	25	25	25	25

Objective	Action	Success Indicator	Unit	Actual Values [FY 2018-19]	Target Values [FY 2019-20]	Projected Values [FY 2020-21]	Projected Values [FY 2021-22]	Projected Values [FY 2022-23]
Efficient, reliable and accessible protection mechanism for women and children in need of care and protection established and strengthened	Establish protection mechanism for women and children in need of care and protection	Timeline by which the Service Provider is accredited	Number	0	1	2	3	4
		Draft SoP on Gender Based Violence submitted to the NCWC Commission	Date					
	Implement targeted intervention for women and children in need of care and protection	Implementation of activities for FY 2019-2020 under the project "Strengthening Child Protection and Response for the most deprived children"	Percent					
		Implement Gender Based Violence Pilot Project activities	Percent	35	75	100		
	Implement National Plan of Action for Child Wellbeing and Protection	Training package on early identification and safe referrals related to child protection developed	Date					
		Timeline by which the Campaign on Ending Violence Against Children conducted	Date					
		No. of awareness program on child rights and protection	Number	5	10	15	20	25
To strengthen knowledge management on Gender Equality and Child Welfare/protection issues	Enhance knowledge on gender and child issues	No. of awareness programs conducted on women related legislations and issues	Number	5	10	15	20	25

Objective	Action	Success Indicator	Unit	Actual Values [FY 2018-19]	Target Values [FY 2019-20]	Projected Values [FY 2020-21]	Projected Values [FY 2021-22]	Projected Values [FY 2022-23]	
To strengthen knowledge management on Gender Equality and Child Welfare/protection issues	Enhance knowledge on gender and child is	No. of capacity building programs conducted	Number	10	17	20	24	28	
	Prepare and submit reports related to gender, child protection and rights of women and children	Number of reports prepared and submitted	Number	5	8	11	14	17	
	Conduct studies, surveys, assessments and develop analysis tools on gender and child protection issues	Timeline by which assessment of the implementation progress of the DVPA conducted	Date						
		Timeline by which Gender Planning Analysis Tool/Checklist developed	Date						
To strengthen legal and policy environment for women and children's participation in all spheres	Review sectoral strategies, reports, guidelines, policies	Proportion of strategy/report/guideline/policies and other documents reviewed and submitted	Percent	95	100	100	100	100	
	Draft and review legislations from a gender and child perspective	Proportion of legislations reviewed and submitted	Percent	100	100	100	100	100	
		Draft NCWC Bill submitted to the NCWC Commission	Date						
	Formulate and review policy documents from a gender and child perspective	Draft National Child Policy submitted to the NCWC Commission	Status of Work						

Objective	Action	Success Indicator	Unit	Actual Values [FY 2018-19]	Target Values [FY 2019-20]	Projected Values [FY 2020-21]	Projected Values [FY 2021-22]	Projected Values [FY 2022-23]
Gender friendly working conditions and environment strengthened	Establish support mechanism to encourage and sustain women's economic participation	Number of workplaces with functional Childcare (Creche) Centers established	Number	13	18	23	27	30
	Operationalize the internal framework to address gender equality related issues	No. of Dzongkhags operationalizing the internal framework to address gender equality related issues	Number	12	16	19	22	25
To ensure full utilization of Budget	Ensure Annual Budget Utilization	Percentage of annual budget utilization	Percent					
To institutionalize and strengthen Government Performance Management System	Strengthen APA Implementation	Timely submission of APA implementation updates	Date					
Transparent, accountable & integrity consciousness and culture strengthened	Enhance integrity system by implementing OIP	Integrity score improved	Percent					
གཞན་གྱི་གཞུག་མེ་ཚུ་ནང་རྫོང་ཁའི་ལག་ལེན་རྒྱ་རྒྱུད་གཏང་ནི།	གཞན་གྱི་གཞུག་ལྱི་ཡིག་འགྲུལ་ཚུ་རྫོང་ཁའི་ནང་བེ་ནི།	ངོས་འཛིན་འབད་ཡོད་པའི་ཡིག་འགྲུལ་ཚུ་རྫོང་ཁའི་ནང་བེ་ནི་ཡོད་པའི་བརྒྱ་ཚ།	Percent					

Section 4: Definition of Success Indicators

Success Indicator	Description	Data Collection Methodology	Data Collection Frequency	Data Source
Proportion of cases reported to NCWC successfully resolved	The SI measures the proportion of cases reported to NCWC before 31 May 2020, which are successfully resolved if within the mandate/scope of the NCWC and otherwise facilitated for referral to other relevant agencies.	Administrative Data	Biannually	Central Management Information System (CMIS)/NCWC reports
Percentage of post adoption monitoring and evaluation conducted	The SI measures the percentage of post adoption monitoring and evaluation conducted for those adoption cases eligible for monitoring and evaluation as per the acts and rules and regulations.	Monitoring Home Study Visits and Assessments	Annually	Monitoring Home study reports and assessment reports
Time taken to process pre-adoption applications that are accepted by NCWC after fulfilling all the required documents	The SI measures the TAT to process pre-adoption applications that are accepted by NCWC after fulfilling all the required documents excluding the pre-adoption counseling session.	Administrative data	Annually	Central Management Information System (CMIS) and NCWC reports
Percentage of Post Alternative Care Monitoring and Evaluation Conducted	The SI measures the percentage of post alternative care monitoring and evaluation conducted for those granted approval by NCWC for foster and kinship care.	Monitoring Home Study Visits	Annually	Central Management Information System and NCWC reports

Success Indicator	Description	Data Collection Methodology	Data Collection Frequency	Data Source
Time taken to process foster/kinship care after complying all the required formalities	The SI measure TAT for processing foster care (the care for a child placed by the Competent Authority of judicial authority in the domestic environment of a family other than the child's own family that has been selected, qualified, approved and supervised for providing such care)/kinship care (refers to the placement of children with relatives/kin) after complying all the required formalities including pre-assessment meeting and home visits.	Assessment/administrative data	Annually	Letter of certification
Implementation of activities for FY 2019-2020 under the project "Strengthening Child Protection and Response for the most deprived children"	The SI measures the implementation of all the activities for the FY 2019-2020 under SCI support for "Strengthening Child Protection and Response for the most deprived children"	Progress report	Annually	Project report
No. of functional Women and Children Welfare Committee (WCWC) and Dzongkhag/Thromde Women and Children Committees (D/TWCC)	The SI measure number of Women and Children Welfare Committee (WCWC) and Dzongkhag/Thromde Women and Children Committees who keep record of minutes of meetings/notes if meeting cannot be conducted due to absence of cases.	Minutes of Meetings/Notes	Annually	Minutes of Meetings/Notes
Timeline by which the Service Provider is accredited	The SI measures the no. of Service Providers accredited as per the "Guidelines on Accreditation of Service Provider" and "Guidelines for Accreditation and Management of Shelter Homes for Women and Children in Difficult Circumstances". The NCWC will accredit one Service Provider in the FY.	Consultation, verification	Annually	Accreditation Certificate

Success Indicator	Description	Data Collection Methodology	Data Collection Frequency	Data Source
Draft SoP on Gender Based Violence submitted to the NCWC Commission	To develop a comprehensive SOP on GBV prevention and response mechanism and submit the Draft SoP to the NCWC Commission	Consultation, Meeting	Annually	Draft SoP on Gender Based Violence
Training package on early identification and safe referrals related to child protection developed	The SI measures development of training package on early identification and safe referrals for child protection.	Correspondences, Consultation, Meetings	Annually	Training package on early identification and safe referrals
Timeline by which the Campaign on Ending Violence Against Children conducted	The SI measures the campaign on Ending Violence Against Children in partnership with Bhutan Center for Media and Democracy. The campaign will be conducted through various modes of media and cover the entire country.	Final Report	Annually	Administrative record
No. of awareness program on child rights and protection	The SI measures number of awareness and sensitization programs conducted on concluding observations on CRC, C4D, Woman and Child Helpline (1098), CMIS and other issues related to children. It also includes the observations of the International Day of the Girl Child.	Invitation letters/notesheets	Annually	Reports
Implement Gender Based Violence Pilot Project activities	The SI measures percentage of activities to be conducted during the FY for the GBV Pilot Project.	Reports	Biannually	Project Implementation Report

Success Indicator	Description	Data Collection Methodology	Data Collection Frequency	Data Source
No. of awareness programs conducted on women related legislations and issues	<p>The SI measures the number of awareness programs on NCWC/Three Acts (CCPA, CAA, DVPA)/Concluding Observations from CEDAW, SoP on Case Management for Women and Children in Difficult Circumstances and other issues related to women. It will also measure the awareness programs/workshops to disseminate findings from the VAW/G, unpaid carework and other related studies.</p> <p>Further the indicator also include the observation of the International Day to Eliminate Violence Against Women and the International Women's Day.</p>	Note sheets/Invitation letters	Annually	Reports
No. of capacity building programs conducted	<p>The SI measures number of capacity building programs conducted by NCWC. It includes capacity building program for caregivers, facilitators and adolescents from GBV pilot project, WCWC & D/TWCC members, training on early identification and safe referrals, capacity development of Gender focal points, GEG, MRG, C4 ,and LG to mainstream gender and NDC targets in sectoral policies, plan, programs and projects, TOT on Gender for sectoral GFPs. It also includes capacity building programs through JICA support and the Annual Focal Person Meeting.</p>	Training/workshop reports	Annually	Training reports

Success Indicator	Description	Data Collection Methodology	Data Collection Frequency	Data Source
Timeline by which assessment of the implementation progress of the DVPA conducted	The SI measures timeline by which the assessment on implementation of Domestic Violence Prevention Act (DVPA) 2013 and its rules and regulations is carried out	Consultations, meetings	Annually	Assessment Report of DVPA implementation
Timeline by which Gender Planning Analysis Tool/Checklist developed	The SI measures development of Gender planning and analysis tool/checklist, GIH, for mainstreaming gender and cross cutting issues into the NDC process	Consultations, meetings	Annually	Gender Planning Analysis Tool/Checklist
Number of reports prepared and submitted	The SI measures the number of reports prepared and submitted on the status of women and children to relevant national/international organizations. The reports also includes Highlight of Achievement for the State of the Nation Report and Trafficking in Person Report.	1. Coordinating and collecting response/information from relevant stakeholders 2. Reviewing and analyzing the existing literature and conducting researches	Annually	Reports submitted
Draft NCWC Bill submitted to the NCWC Commission	While the NCWC is designated as the Competent Authority of the three Acts (CCPA, DVPA and the CAA) which are specific to certain issues, there is no locus standi on the existence of the NCWC. Therefore, the bill will be a legal basis of recognizing NCWC as the nodal agency overseeing issues pertaining to women and children in the country. The SI measures the dateline by which the draft bill to be submitted to the NCWC Commission.	Consultation, report	Annually	Draft NCWC bill
Proportion of strategy/report/guideline/policies and other documents reviewed and submitted	The SI measures the proportion of strategies/reports/guidelines/policies and other documents received from other agencies and reviewed by NCWC.	No. of reviews	Annually	Reviewed documents

Success Indicator	Description	Data Collection Methodology	Data Collection Frequency	Data Source
Draft National Child Policy submitted to the NCWC Commission	The SI measures the development of the draft National Child Policy in consultation with all the stakeholders as per the approval of the Concept Note by the Cabinet and submission to the NCWC Commission.	Correspondences, Consultation, Meetings	Annually	Draft National Child Policy
Proportion of legislations reviewed and submitted	The SI measures the proportion of legal documents (bills, bye-laws, SoPs) reviewed that NCWC receives from other agencies.	Consultation, Meetings	Annually	Correspondences
Number of workplaces with functional Childcare (Creche) Centers established	The SI measures the equipment and technical support provided to Central Agencies, Regional Agencies or Dzongkhags for the establishment of functional Childcare (Creche) Centers.	Consultation, assessment, Physical verification	Annually	Gender Equality Monitoring System (GEMS) or Stock Register
No. of Dzongkhags operationalizing the internal framework to address gender equality related issues	The SI measures the no. of Dzongkhags (Chhukha, Haa, Sarpang, Dagana) operationalizing the framework through implementation of at least one component of it.	Implementation Report	Annually	Gender Equality Monitoring System (GEMS)
Percentage of annual budget utilization	This indicator measures the variance between the Revised Budget and the Actual Expenditure at the end of the FY.	Assessment of variance between annual budget and expenditure	Annually	Department of National Budget
Integrity score improved	This indicator measures the implementation status of Organisational Integrity Plan (OIP) as determined as Anti-Corruption Commission.	Survey and Field Monitoring of OIP implementation by ACC	Annually	Administrative report by ACC

Success Indicator	Description	Data Collection Methodology	Data Collection Frequency	Data Source
Timely submission of APA implementation updates	<p>"This SI shall be evaluated based on the following parameters:</p> <ol style="list-style-type: none"> 1. Timeline by which "monthly issue/no issue reported on GPMS. 2. Timeline by which "timeline SIs and other achieved SIs are verified and evidence submitted." 3. Timeline by which "MYR and year-end self-assessment report is submitted to GPMD." 4. "Timely action taken on all the MYR directives." " 	Review of administrative data/documents/records	Annually	GPMD
<p>ངོས་འཛིན་འབད་ཡོད་པའི་ཡིག་འགྲུལ་ཚུ་ རྫོང་ཁབ་ནང་ཕྱིན་པའི་བརྒྱ་ཚུ།</p> <p>1) བཀའ་རྒྱུ་འཇགས་ <input type="checkbox"/> བསྐོ་བཞག་བཀའ་རྒྱ། (Appointment Order) <input type="checkbox"/> གནས་འོང་བཀའ་རྒྱ། (Transfer Order) <input type="checkbox"/> འགན་ཁྲོལ་བཀའ་རྒྱ། (Relieving Order) <input type="checkbox"/> གོ་གནས་ཡར་ལོང་བཀའ་རྒྱ། (Promotion Order) <input type="checkbox"/> རྒྱུར་བཏང་ཡིག་ཚང་བཀའ་རྒྱ། (Office Orders)</p>	<p>རྫོང་ཁབ་ནང་ཕྱི་དོན་པའི་ཡིག་འགྲུལ་ལྱུ་རིགས་ཡང་ གཞུམ་གསལ་རྒྱུར་ཡིན།</p> <p>ངོས་འཛིན་འབད་ཡོད་པའི་ཡིག་འགྲུལ་ཚུ་ རྫོང་ཁབ་ནང་ཕྱིན་པའི་བརྒྱ་ཚུ།</p>	Annually	ཡིག་རྒྱུལ་རྒྱུ་ཚོང་དང་ ཡིག་ཚང་།	

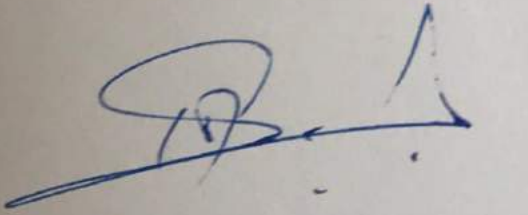
Section 5: Requirements from other Ministries, Agencies & Dzongkhags

Organisation Name	Relevant Success Indicator	Requirement from the Organisation	Justification for the Requirement	Requirement detail	Impact (If Not Met)
GROSS NATIONAL HAPPINESS COMMISSION	Draft National Child Policy submitted to the NCWC Commission	Support in-terms of reviewing and onward submission to the relevant authorities/organizations	Since any policy needs to follow the due process and GNH Screening, it requires support from GNHC and all other relevant agencies	Support in-terms of reviewing and onward submission to the relevant authorities/organizations	Will not have a National Child Policy
CABINET SECRETARIAT	Draft National Child Policy submitted to the NCWC Commission	Inputs and collaboration in Drafting the National Child Policy and the National Plan of Action	Child wellbeing and protection is a crosscutting issue and requires support and collaboration from all the sectors	Inputs and commitments to collaborate in drafting the Policy	The National Child Policy will not be comprehensive
CABINET SECRETARIAT	Draft NCWC Bill submitted to the NCWC Commission	Approval of the draft bill by the cabinet and onward submission once the draft is submitted to the cabinet by NCWC	The concept note of the bill has been approved by the Cabinet in May 2019. Therefore, it is important for the Commission to get the bill passed.	Approval	The bill will not get through
All Dzongkhags	No. of functional Women and Children Welfare Committee (WCWC) and Dzongkhag/Thromde Women and Children Committees (D/TWCC)	Conduct regular meeting of the Dzongkhag Women and Children Committee as per the ToR	As per the ToR, DWCC are required to conduct meetings once in two months. Even if there are no issues, the meeting will keep note of not holding the meeting with Chairperson signature.	Once in two months	It will hamper the progress of cases reported to the DWCC
THROMDEYS	No. of functional Women and Children Welfare Committee (WCWC) and Dzongkhag/Thromde Women and Children Committees (D/TWCC)	Conduct regular meeting of the Thromde Women and Children Committee (TWCC) as per the ToR.	As per the ToR, TWCC are required to conduct meetings once in two months. Even if there are no issues, the meeting will keep note of it with Chairperson signature.	Once in two months	It will hamper the progress of cases reported to the TWCC

Whereas,

We, on behalf of National Commission For Women & Children, commit to the Prime Minister, the Government and the people of Bhutan to deliver the results described in this Annual Performance Agreement.

I, the Prime Minister, commit to the National Commission For Women & Children, on behalf of the Government and the people of Bhutan, to provide the necessary support for delivery of the results described in this Annual Performance Agreement.

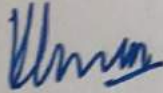


Dr. Lotay Tshering
Prime Minister

SIGNED:

7/10/19

Date



Kunzang Lhamu
Director

7-10-19

Date

