

TABLE OF CONTENTS

Section 1: Vision, Mission and Objectives

Section 2: Objectives, Actions, Success Indicators

Section 3: Trend Values of Success Indicators

Section 4: Description and Measurement

Section 5: Requirements from other Ministries/Agencies



**PERFORMANCE AGREEMENT**

**BETWEEN**

**PRIME MINISTER AND DIRECTOR**

**National Commission For Women & Children**

**(July 1, 2018 – June 30, 2019)**

## **TABLE OF CONTENTS**

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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 1: Vision, Mission and Objectives**

### **Vision**

"A happy nation of children, women and men living in harmony with equality and respect in all spheres of life"

### **Mission**

1. Protect and promote the rights of women through gender-responsive interventions.
2. Protect and promote the rights of children through child-responsive interventions.

### **Objectives**

- 1) Efficient, reliable and accessible protection mechanism for women and children in need of care and protection established and strengthened
- 2) To strengthen knowledge management on Gender Equality and Child Welfare/protection issues
- 3) Gender friendly working conditions and environment strengthened
- 4) To strengthen legal and policy environment for women and children's participation in all spheres.

## 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	27	Render services to women and children in need of care and protection	Proportion of cases reported to NCWC successfully resolved	Percent	4	80	70	60	50	40
			Percentage of post adoption monitoring and evaluation conducted	Percent	4	90	80	70	60	50
			Time taken to process pre-adoption applications that are accepted by NCWC after fulfilling all the required documents	Days	2	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	90	80	70	60	50
			Time taken to process foster/kinship care after complying all the required formalities	Days	3	10 working Days	10-15 working days	15-20 working days	20-30 working days	More than 30 working days
		Establish Toll free Helpline for Women and Children in need of care and protection	Percent	5	100	95	90	85	80	
		Establish Women and Children Welfare Committee (WCWC)	Formation of Women and Children Welfare Committee or Dzongkhag/Thromde Women and Children Committees	Number	5	25	20	-	-	10

To strengthen knowledge management on Gender Equality and Child Welfare/protection issues	25	Enhance knowledge on gender and child issues	No. of awareness programs	Number	5	5	4	3	2	1
			No. of International Days observed	Number	5	2	-	-	-	1
		Conduct studies, surveys and assessments on gender and child protection issues	Final report of Study on Violence Against Women/Girls	Date	5	15-May-19	30-May-19	15-Jun-19	30-Jun-19	After June, 2019
		Conduct capacity building programs on gender, child protection and related laws and legislations	No. of capacity building programs conducted	Number	5	5	4	3	2	1
		Prepare and submit reports related to gender, child protection and rights of women and children	Number of reports prepared and submitted	Number	5	3	2	-	-	1
Gender friendly working conditions and environment strengthened	24	Establish support mechanism to encourage and sustain women's economic participation.	Number of workplaces with functional Childcare (Creche) Centers	Number	5	3	2	-	-	1

		Review sectoral strategies, reports, guidelines, policies	Proportion of strategy/report/guideline/policies and other documents reviewed	Percent	5	95	90	80	70	60
		Implementation of Central Management Information System (CMIS)	No. of agencies implementing the Central Management Information System (CMIS)	Number	5	4	3	2	-	1
		Improve coordination mechanism between agencies working on women and children	No. of Focal Points meetings conducted	Number	5	1	-	-	-	-
			Number of coordination meetings conducted	Number	4	6	5	4	3	1
To strengthen legal and policy environment for women and children's participation in all spheres.	24	Formulate and review policy documents from a gender and child perspective	Draft National Child Policy	Status of Work	3	Draft National Child Policy	Consultation completed	Inception report	Consultant recruited	No action
			Draft National Gender Equality Policy submitted to GNHC	Date	3	31-Mar-19	15-Apr-19	30-Apr-19	15-May-19	After June, 2019
		Draft and review legislations from a gender and child perspective	Proportion of legislations reviewed	Percent	3	100	90	80	70	60
			Draft SoP on Dealing with Children in Conflict with Law (CICL)	Number	4	31 March 2019	30 April 2019	30 May 2019	30 June 2019	-
		Develop strategies for gender and	Review National Plan of Action to Promote Gender Equality in Elected Office (NPAPGEEEO)	Status of Work	4	Draft NPAPGEEEO	Stakeholders Consultation Completed	Inception report	Consultant recruited	No action

	child protection	Review National Plan of Action on Gender	Status of Work	4	Draft National Plan of Action on Gender	Stakeholder consultation conducted	Inception report	Consultant recruited	No action
	Translate Guidelines and amended rules	No. of Guidelines or Amended Rules Translated	Number	3	1	-	-	-	0



**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	Render services to women and children in need of care and protection	Percentage of Post Alternative Care Monitoring and Evaluation Conducted	Percent					
		Time taken to process foster/kinship care after complying all the required formalities	Days					
		Proportion of cases reported to NCWC successfully resolved	Percent					
		Percentage of post adoption monitoring and evaluation conducted	Percent					
		Time taken to process pre-adoption applications that are accepted by NCWC after fulfilling all the required documents	Days					
	Establish Toll free Helpline for Women and Children in need of care and protection	Establish Toll Free Helpline	Percent					
	Establish Women and Children Welfare	Formation of Women and Children Welfare Committee or Dzongkhag/Thromde Women and Children Committees	Number					

	Committee (WCWC)							
To strengthen knowledge management on Gender Equality and Child Welfare/protection issues	Enhance knowledge on gender and child issues	No. of awareness programs	Number					
		No. of International Days observed	Number					
	Conduct studies, surveys and assessments on gender and child protection issues	Final report of Study on Violence Against Women/Girls	Date					
	Conduct capacity building programs on gender, child protection and related laws and legislations	No. of capacity building programs conducted	Number					
	Prepare and submit reports related to gender, child protection and rights of women and children	Number of reports prepared and submitted	Number					
Gender friendly working conditions and environment strengthened	Review sectoral strategies, reports, guidelines, policies	Proportion of strategy/report/guideline/policies and other documents reviewed	Percent					
	Implementation of Central Management Information System (CMIS)	No. of agencies implementing the Central Management Information System (CMIS)	Number					
	Improve coordination	No. of Focal Points meetings conducted	Number					

	mechanism between agencies working on women and children	Number of coordination meetings conducted	Number					
	Establish support mechanism to encourage and sustain women's economic participation.	Number of workplaces with functional Childcare (Creche) Centers	Number					
To strengthen legal and policy environment for women and children's participation in all spheres.	Formulate and review policy documents from a gender and child perspective	Draft National Child Policy	Status of Work					
		Draft National Gender Equality Policy submitted to GNHC	Date					
	Draft and review legislations from a gender and child perspective	Proportion of legislations reviewed	Percent					
		Draft SoP on Dealing with Children in Conflict with Law (CICL)	Number					
	Develop strategies for gender and child protection	Review National Plan of Action to Promote Gender Equality in Elected Office (NPAPGEEEO)	Status of Work					
		Review National Plan of Action on Gender	Status of Work					
	Translate Guidelines and amended rules	No. of Guidelines or Amended Rules Translated	Number					

#### 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 2019, 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 granted with adoption order from the Royal Court of Justice.	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.	Administrative data	Annually	Central Management Information System (CMIS) and NCWC reports
Establish Toll Free Helpline	The SI measures the percent progress in the establishment of a fully functional toll free helpline.	Recording number of calls attended	Annually	Project Completion Report
Formation of Women and Children Welfare Committee or Dzongkhag/Thromde Women and Children Committees	The SI measures the formation of the Women and Children Welfare Committee at the national level and number of Dzongkhag and Thromde Women and Children Committees.	Correspondence/Consultations/workshops/meetings	Annually	Letter of correspondence or NCWC reports or MoM

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 foster and kinship care approval from NCWC.	Monitoring Home Study Visits	Annually	Central Management Information System and NCWC reports
Time taken to process foster/kinship care after complying all the required formalities	The SI measure TAT for processing foster/kinship care by successful applicants	Assessment/administrative data	Annually	Letter of certification
No. of awareness programs	The SI measures number of awareness programs on NCWC/Three Acts (CCPA, CAA, DVPA)/Concluding Observations from CEDAW and CRC/ Communication for Development Strategy (C4D) on child protection and well-being/SoP on Case Management for Women and Children in Difficult Circumstances/Toll Free Helpline and other issues related to women and children.	Reports/Note sheets/Invitation letters	Annually	Awareness report submitted to the management
No. of International Days observed	The SI measures the number of International Days organized/supported by NCWC.	Media report/press release/Notesheet	Annually	Report submitted to the management
Final report of Study on Violence Against Women/Girls	The SI measures the finalization of Violence Against Women/Girl Survey report.	Survey methodology as approved by NSB and REBH	Annually	Final Study Report
No. of capacity building programs conducted	The SI measures number of capacity building programs conducted for NCWC staff/Gender and Child Focal Points/Protection Officers/ Gender Expert Group (GEG) and other relevant officials. It also includes capacity building program for caregivers, facilitators and adolescents for the Bhutan Pilot	Training/workshop reports	Annually	Training Report

	on Addressing Violence Against Women and Children.			
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.	1. Coordinating and collecting response/information from relevant stakeholders 2. Reviewing and analyzing the existing literature and conducting researches	Annually	Reports submitted
Draft National Child Policy	Prepare draft National Child Policy in consultation with all the stakeholders provided that the Concept Note is approved by the Cabinet.	Correspondences, Consultation, Meetings	Annually	Draft National Child Policy
Draft National Gender Equality Policy submitted to GNHC	After incorporation of comments from the stakeholders, the draft National Gender Equality Policy to be submitted to the GNHC.	Letter of submission to GNHC	Annually	Final report submitted to GNHC
Proportion of legislations reviewed	The SI measures the proportion of legal documents (bills, bye-laws, SoPs) reviewed and mainstreamed from a women and children perspective.	Consultation, Meetings	Annually	Correspondences
Draft SoP on Dealing with Children in Conflict with Law (CICL)	Prepare Draft SoP on Dealing with Children in Conflict with Law (CICL)	Consultation, Meetings	Annually	Draft SoP on Dealing with Children in Conflict with Law (CICL)
Review National Plan of Action to Promote Gender Equality in Elected Office (NPAPGEEEO)	Review the NPAPGEEEO in consultation with relevant stakeholders	Consultation, Meetings	Annually	Draft NPAPGEEEO
No. of Guidelines or Amended Rules Translated	The SI measures the number of guidelines or amended rules and regulations translated.	Consultations, Meetings	Annually	Translated documents
Review National Plan of Action on Gender	National Plan of Action on Gender reviewed	Consultation, meetings	Annually	Draft National Plan of Action

				on Gender or MoM or Inception report, Work order
Number of coordination meetings conducted	The SI measures the number of coordination meetings conducted with relevant agencies/Dzongkhags. It also includes coordination meetings for Bhutan Pilot for Addressing Violence Against Women and Children.	Meetings/resolutions	Annually	Minutes of Meeting
Number of workplaces with functional Childcare (Creche) Centers	The SI measures the equipment support provided to Central Agencies, Regional Agencies or Dzongkhags in establishment of functional Childcare (Creche) Centers.	Consultation,assessment, Physical verification	Annually	Gender Equality Monitoring System (GEMS) or Stock Register
Proportion of strategy/report/guideline/policies and other documents reviewed	The SI measures the proportion of strategies/reports/guidelines/policies and other documents reviewed by NCWC from a gender and child perspective. It also includes caregiver models and other documents for the Bhutan Pilot for Addressing Violence Against Women and Children	No. of reviews	Annually	Reviewed documents
No. of agencies implementing the Central Management Information System (CMIS)	The SI measures the number of agencies implementing CMIS	Administrative data	Annually	Central Management Information System (CMIS)
No. of Focal Points meetings conducted	The SI measures number of meeting conducted for GFPs and CFPs.	Meeting, Workshops report	Annually	Minutes of Meeting

### 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)
All Dzongkhags	Formation of Women and Children Welfare Committee or Dzongkhag/Thromde Women and Children Committees	Dzongkhags to support formation of DWCC in their respective Dzongkhags.	The formation of DWCC is in accordance with the CCPA and DVPA. Therefore, to successfully implement the provisions, it requires human resource and committees at Dzongkhag.	Human resources	The DWCC cannot be formed.
ROYAL CIVIL SERVICE COMMISSION	Formation of Women and Children Welfare Committee or Dzongkhag/Thromde Women and Children Committees	RCSC to provide Protection Officers.	The formation of WCWC is in accordance with the CCPA and DVPA. Therefore, to successfully implement the provisions, it requires human resource and committees at Dzongkhag and Thromdeys.	Human resources.	The WCWC cannot be formed.
THROMDEYS	Formation of Women and Children Welfare Committee or Dzongkhag/Thromde Women and Children Committees	Thromdeys to support formation of WCWC in their respective Thromdeys.	The formation of WCWC is in accordance with the CCPA and DVPA. Therefore, to successfully implement the provisions, it requires human resource and committees at the Thromdeys.	Human Resources	The WCWC cannot be formed.



MINISTRY OF FINANCE	Establish Toll Free Helpline	Collaborate and support establishing women and child toll free helpline	Recognizing that the women and children issues are crosscutting across agencies, it is important that all the relevant agencies provide required support	Financial support for referral calls	The helpline will not function efficiently
CIVIL SOCIETY ORGANIZATION AUTHORITY	Establish Toll Free Helpline	Collaborate and support establishing women and child toll free helpline	Recognizing that the women and children issues are crosscutting across agencies, it is important that all the relevant agencies provide required support	support in terms of Human resources, finance (sustainability), technical expertise	Establishment of toll free helpline will not be achieved.
OFFICE OF THE ATTORNEY GENERAL	Establish Toll Free Helpline	Collaborate and support establishing women and child toll free helpline	Recognizing that the women and children issues are crosscutting across agencies, it is important that all the relevant agencies provide required support	support in terms of Human resources, finance (sustainability), technical expertise	Establishment of toll free helpline will not be achieved.
NATIONAL STATISTICS BUREAU	Final report of Study on Violence Against Women/Girls	Technical Support from the Steering Committee member and the Technical Working Group member	Since it is a nationwide sample survey, technical support from NSB will improve the quality of the report.	Technical Support	The report may not be of good quality
DZONGKHA DEVELOPMENT COMMISSION	No. of Guidelines or Amended Rules Translated	Technical Support	The draft translated document needs to be of national standard. It is also important because Dzongkha version will be the authoritative text.	Technical support in finalizing the translated documents	The quality of the report may be compromised

All Ministeries	Review National Plan of Action to Promote Gender Equality in Elected Office (NPAPGEEEO)	Support in-terms of providing information and support in drafting the National Plan of Action for Gender	Since gender is cross-sectoral issue, it needs support from all the agencies.	Support in providing information and commitment to implement sectoral actions	Will not have a comprehensive National Plan of Action
GROSS NATIONAL HAPPINESS COMMISSION	Review National Plan of Action to Promote Gender Equality in Elected Office (NPAPGEEEO)	Support in-terms of providing information and support in drafting the National Plan of Action for Gender	Since gender is cross-sectoral issue, it needs support from all the agencies.	Support in providing information and commitment to implement sectoral actions	Will not have a comprehensive National Plan of Action
JUDICIARY	Review National Plan of Action to Promote Gender Equality in Elected Office (NPAPGEEEO)	Support in-terms of providing information and support in drafting the National Plan of Action for Gender	Since gender is cross-sectoral issue, it needs support from all the agencies.	Support in providing information and commitment to implement sectoral actions	Will not have a comprehensive National Plan of Action
NATIONAL ASSEMBLY OF BHUTAN	Review National Plan of Action to Promote Gender Equality in Elected Office (NPAPGEEEO)	Support in-terms of providing information and support in drafting the National Plan of Action for Gender	Since gender is cross-sectoral issue, it needs support from all the agencies.	Support in providing information and commitment to implement sectoral actions	Will not have a comprehensive National Plan of Action
NATIONAL COUNCIL OF BHUTAN	Review National Plan of Action to Promote Gender Equality in Elected Office (NPAPGEEEO)	Support in-terms of providing information and support in drafting the National Plan of Action for Gender	Since gender is cross-sectoral issue, it needs support from all the agencies.	Support in providing information and commitment to implement sectoral actions	Will not have a comprehensive National Plan of Action
NATIONAL ENVIRONMENT COMMISSION	Review National Plan of Action to Promote Gender Equality in Elected Office (NPAPGEEEO)	Support in-terms of providing information and support in drafting the National Plan of Action for Gender	Since gender is cross-sectoral issue, it needs support from all the agencies.	Support in providing information and commitment to implement sectoral actions	Will not have a comprehensive National Plan of Action

NATIONAL LAND COMMISSION	Review National Plan of Action to Promote Gender Equality in Elected Office (NPAPGEEEO)	Support in-terms of providing information and support in drafting the National Plan of Action for Gender	Since gender is cross-sectoral issue, it needs support from all the agencies.	Support in providing information and commitment to implement sectoral actions	Will not have a comprehensive National Plan of Action
NATIONAL STATISTICS BUREAU	Review National Plan of Action to Promote Gender Equality in Elected Office (NPAPGEEEO)	Support in-terms of providing information and support in drafting the National Plan of Action for Gender	Since gender is cross-sectoral issue, it needs support from all the agencies.	Support in providing information and commitment to implement sectoral actions	Will not have a comprehensive National Plan of Action
OFFICE OF THE ATTORNEY GENERAL	Review National Plan of Action to Promote Gender Equality in Elected Office (NPAPGEEEO)	Support in-terms of providing information and support in drafting the National Plan of Action for Gender	Since gender is cross-sectoral issue, it needs support from all the agencies.	Support in providing information and commitment to implement sectoral actions	Will not have a comprehensive National Plan of Action
ROYAL CIVIL SERVICE COMMISSION	Review National Plan of Action to Promote Gender Equality in Elected Office (NPAPGEEEO)	Support in-terms of providing information and support in drafting the National Plan of Action for Gender	Since gender is cross-sectoral issue, it needs support from all the agencies.	Support in providing information and commitment to implement sectoral actions	Will not have a comprehensive National Plan of Action
MINISTRY OF EDUCATION	No. of agencies implementing the Central Management Information System (CMIS)	Implement the CMIS	CMIS has been launched and training for the end users has been conducted. Therefore, it is important relevant agencies start implementing the system.	Implement the CMIS	The System will fail to operationalize.
MINISTRY OF HEALTH	No. of agencies implementing the Central Management Information System (CMIS)	Implement the CMIS	CMIS has been launched and training for the end users has been conducted. Therefore, it is	Implement the CMIS	The System will fail to operationalize.

			important relevant agencies start implementing the system.		
MINISTRY OF HOME & CULTURAL AFFAIRS	No. of agencies implementing the Central Management Information System (CMIS)	Implement the CMIS	CMIS has been launched and training for the end users has been conducted. Therefore, it is important relevant agencies start implementing the system.	Implement the CMIS	The System will fail to operationalize.
MINISTRY OF LABOUR & HUMAN RESOURCES	No. of agencies implementing the Central Management Information System (CMIS)	Implement the CMIS	CMIS has been launched and training for the end users has been conducted. Therefore, it is important relevant agencies start implementing the system.	Implement the CMIS	The System will fail to operationalize.
CIVIL SOCIETY ORGANIZATION AUTHORITY	No. of agencies implementing the Central Management Information System (CMIS)	Implement the CMIS	CMIS has been launched and training for the end users has been conducted. Therefore, it is important relevant agencies start implementing the system.	Implement the CMIS	The System will fail to operationalize.
JIGME DORJI WANGCHUCK NATIONAL REFERRAL HOSPITAL	No. of agencies implementing the Central Management Information System (CMIS)	Implement the CMIS	CMIS has been launched and training for the end users has been conducted. Therefore, it is important relevant agencies start	Implement the CMIS	The System will fail to operationalize.

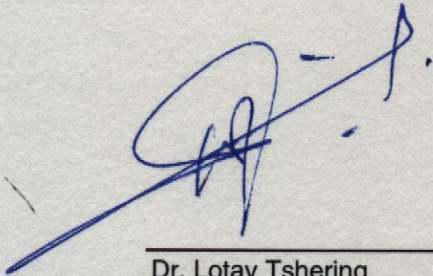
			implementing the system.		
JUDICIARY	No. of agencies implementing the Central Management Information System (CMIS)	Implement the CMIS	CMIS has been launched and training for the end users has been conducted. Therefore, it is important relevant agencies start implementing the system.	Implement the CMIS	The System will fail to operationalize.
OFFICE OF THE ATTORNEY GENERAL	No. of agencies implementing the Central Management Information System (CMIS)	Implement the CMIS	CMIS has been launched and training for the end users has been conducted. Therefore, it is important relevant agencies start implementing the system.	Implement the CMIS	The System will fail to operationalize.

**Whereas,**

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

**SIGNED:**



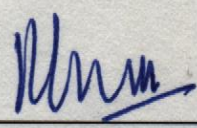
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Dr. Lotay Tshering  
Prime Minister of Bhutan

27/2/19

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Date



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Kunzang Lhamu  
Director

27-02-19

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Date

