



**PERFORMANCE AGREEMENT**

**BETWEEN**

**Secretary and Director General**

**DEPARTMENT OF YOUTH & SPORTS  
MINISTRY OF EDUCATION**

**(July 1, 2019 – June 30, 2020)**

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**Preamble**

The Performance Agreement is entered into between the Secretary and Director General , Department ff Youth & Sports.

The objectives of this Performance Agreement are:

- a) To establish clarity and consensus about annual priorities for the Department of Youth & Sports consistent with the o12th Five Year Plan of the Ministry, and Government's other priorities;
- b) To provide an objective and fair basis for evaluating the overall performance of the Department of Youth & Sports at the end of the financial 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 nation where youth is an asset, well supported by and contributing to the harmony of society.

### **Mission**

To provide youth development programs to enable youth to be physically fit and mentally prepared with moral values and skills necessary to become productive and responsible citizens.

### **Objectives**

- 1) To strengthen Parenting Education and School Guidance & Counseling programme
- 2) To strengthen National Scouting, Culture and Value Education programs in schools
- 3) To enhance Sports and Physical Activity (SPA) and foster mass participation
- 4) To provide Youth friendly facilities, services and programs
- 5) To institutionalize and strengthen Government Performance Management System

**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 strengthen Parenting Education and School Guidance & Counseling programme	25	Strengthen Parenting Education Programs	% of Secondary Schools with School Counselors that have Conducted School based Parenting Education Programs.	Percent	4	75	72	69	67	65
		Strengthen Guidance and Counseling services in schools	% of secondary schools with functional Guidance and Counseling program	Percent	6	75	72	69	67	65
		Provide Counselling and Consultation services	Percentage of high at-risk students identified and prevented through referrals to support services.	Percent	4	>=94 %	93 %	92 %	91 %	90 %
			% of Counselling and consultations offered through telephone and Individual contacts	Percent	4	>= 97 %	-	96 %	-	<95 %
To strengthen National Scouting, Culture and Value Education programs in schools	24	Encourage students to take up scouting	Timeline by which the Youth Leadership Training is conducted for the students at high risk	Date	4	January, 2020	February, 2020	March, 2020	April, 2020	May, 2020
			Youth in conflict with law	Number	3	390	405	420	430	<440
			Number of additional students taking up scouting	Number	7	2000	1700	1500	1300	Below 1000
		Initiate spirituality / values programs	Number of scouts participating in the youth leadership training program	Number	6	250	230	220	210	200
			Develop and print Standard Operating Procedure for Adult Leaders Training and Programs	Days	5	04/30/2020	05/15/2020	05/30/2020	06/15/2020	06/30/2020
			Number of students participating in the spirituality / values program	Number	6	500	450	400	350	300

	25			6	5	4	3	2	1
To enhance Sports and Physical Activity (SPA) and foster mass participation	Promote Sports and Physical Activity (SPA) in schools	Number of National School Sports Meets & Programs conducted	Number	6	45	40	35	30	25
		Number of teachers trained on the revised HPE curriculum for classes PP - VI	Number	6	~ 100 %	98 %	97 %	96.5 %	96 %
		% of schools implementing the Sports and Physical Activity calendar	Percent	6	95 %	93 %	90 %	88 %	86 %
		% of schools with classes (PP - X) allocating HPE periods (1 period per week)	Percent	5	04/30/2020	05/15/2020	05/30/2020	06/15/2020	06/30/2020
		Publish Annual School Sports Record Booklet	Date	2	04/30/2020	05/15/2020	05/30/2020	06/15/2020	06/30/2020
To provide Youth friendly facilities, services and programs	Review National Youth Policy	Timeline by which the National Youth Policy is revised and endorsed by the Department	Date	5	1st week of June, 2020	2nd week of June, 2020	3rd week of June, 2020	4th week of June, 2020	After June, 2020
	Provide relevant programs for youth	Number of additional new youth members registered with the Youth Centers for availing youth-friendly facilities and services	Number	6	250	225	200	175	150
		Number of youths engaged in thematic foras	Number	5	2000	1600	1200	900	600
		Strengthen youth friendly facilities and services	Number of additional Youth Centers strengthened	5	3	-	2	-	1
		Strengthen APA Implementation	Timely submission of APA implementation updates	Days	5	On the deadline communicated by PPD	-	-	-



**Section 3: Trend values of success indicators**

Objective	Action	Success Indicator 1	Unit	Year I	Year II	Year III	Year IV	Year V
To enhance Sports and Physical Activity (SPA) and foster mass participation	Promote Sports and Physical Activity (SPA) in schools	% of schools implementing the Sports and Physical Activity calendar	Percent	~ 100%	~ 100%	~ 100%	100 %	Maintain 100 %
		% of schools with classes (PP - X) allocating HPE periods (1 period per week)	Percent	90 %	95 %	100 %	100 %	100 %
		Number of National School Sports Meets & Programs conducted	Number	5 annually	5 annually	5 annually	5 annually	5 annually
To institutionalize and strengthen Government Performance Management System	Strengthen APA Implementation	Number of teachers trained on the revised HPE curriculum for classes PP - VI	Number	320 (230- already trained in 11th FYP) + 90	365	410	455	500
		Publish Annual School Sports Record Booklet	Date	04/30/2019	04/30/2020	04/30/2021	04/30/2022	04/30/2023
To provide Youth friendly facilities, services and programs	Provide relevant programs for youth	Timely submission of APA implementation updates	Days	-	-	-	-	-
		Number of additional new youth members registered with the Youth Centers for availing youth-friendly facilities and services	Number	11000	11250	11500	11750	12000

To provide Youth friendly facilities, services and programs	Provide relevant programs for youth	Number of youths engaged in thematic foras	Number	2000 annually	2000 annually	2000 annually	2000 annually
	Review National Youth Policy	Timeline by which the National Youth Policy is revised and endorsed by the Department	Date	-	-	-	-
	Strengthen youth friendly facilities and services	Number of additional Youth Centers strengthened	Number	3	6	9	12
	Encourage students to take up scouting	Develop and print Standard Operating Procedure for Adult Leaders Training and Programs	Days	-	04/30/2020	-	-
To strengthen National Scouting, Culture and Value Education programs in schools		Number of additional students taking up scouting	Number	2000	2000	2000	2000
		Number of scouts participating in the youth leadership training program	Number	1341 ((1091 from 2017-2018 FY) + 250)	1591	1841	2091
	Initiate spirituality / values programs	Number of students participating in the spirituality / values program	Number	500	1000	1500	2000
To strengthen Parenting Education and School Guidance & Counseling programme	Provide Counselling and Consultation services	% of Counselling and consultations offered through telephone and Individual contacts	Percent	More than or equal to 97 %	More than or equal to 97 %	More than or equal to 97 %	More than or equal to 97 %
		Percentage of high at-risk students identified and prevented through referrals to support services.	Percent	>= 94 %	>= 94 %	>= 94 %	>= 94 %



To strengthen Parenting Education and School Guidance & Counseling programme	Provide Counselling and Consultation services	Timeline by which the Youth Leadership Training is conducted for the students at high risk	Number	350	300	250
Strengthen Guidance and Counseling services in schools	% of secondary schools with functional Guidance and Counseling program	Youth in conflict with law	Percent	85	95	~ 100
Strengthen Parenting Education Programs	% of Secondary Schools with School Counselors that have Conducted School based Parenting Education Programs.	Percent	Percent	85	95	~ 100

#### Section 4: Definition of Success Indicators

Success Indicator	Description	Data Collection Methodology	Data Collection Frequency	Data Source
Number of teachers trained on the revised HPE curriculum for classes PP - VI	This SI measures the number of teachers trained on the revised curriculum for classes PP - VI.	Training reports	Annually	GSD, DYS
% of schools implementing the Sports and Physical Activity calendar	This SI measures the percentage of schools implementing the SPA calendar.	Reports	Annually	GSD, DYS
% of schools with classes (PP - X) allocating HPE periods (1 period per week)	This SI measures the number of schools with classes (PP - X) allocating HPE period (once in a week)	Reports	Annually	GSD, DYS
Number of National School Sports Meets & Programs conducted	The SI measures the number of National School Sports Meets & programs conducted like: 1. National School Athletics Meet 2. National School Games 3. National School Football Tournament 4. National School Traditional Archery Tournament for Higher Secondary Schools 5. Winter Youth Program	Program reports	Annually	GSD, DYS
% of Secondary Schools with School Counselors that have Conducted School based Parenting Education Programs.	This SI measures the percentage of secondary school that have conducted school based parenting education programs	Program reports	Annually	CECD, DYS
% of secondary schools with functional Guidance and Counseling program	It measures the percentage of schools with School Guidance Counselors in public secondary schools across the country.	Number of Counselor deployed against total secondary schools	Annually	CECD, DYS
Percentage of high at-risk students identified and prevented through referrals to support services.	The SI measures the percentage of suicides prevented amongst students identified as "high at-risk" of suicide / self harm and were prevented through referrals to support services.	Data records with the Division	Daily	CECD, DYS

<p>% of Counselling and consultations offered through telephone and Individual contacts</p>	<p>It measures the percentage of calls attended through the mobile app mPowerYouth &amp; the percentage of counseling / consultations provided directly in person</p>	<p>Counseling / consultation reports</p>	<p>Annually</p>	<p>CECD, DYS</p>
<p>Youth in conflict with law</p>	<p>The SI measures the number of youth (15 - 24) reduced who come in conflict with law. The data on this particular SI will be provided by the RBP through the YDMS system to which DSE has access. For this particular SI, MoE will consider youth who are in schools only.</p>	<p>Reports generated through the YDMIS system</p>	<p>Annually</p>	<p>RBP / DSE, MoE</p>
<p>Publish Annual School Sports Record Booklet</p>	<p>This SI measures the dateline by which the annual school sports record booklet is printed and published</p>	<p>Published record booklet</p>	<p>Annually</p>	<p>GSD</p>
<p>Timeline by which the Youth Leadership Training is conducted for the students at high risk</p>	<p>This indicator measures the timeline by which the Youth Leadership Training is conducted for the students at high risk. Children at high risk can mean children with family difficulties and dysfunction, behaviorist issues, emotional and psychological difficulties (Children with substance use issues are not included as they require medical and rehabilitation interventions)</p>	<p>Program report</p>	<p>Annually</p>	<p>CECD, DYS</p>
<p>Develop and print Standard Operating Procedure for Adult Leaders Training and Programs</p>	<p>This SI measures the dateline by which the SOP for adult leaders &amp; training program is developed and printed</p>	<p>Final Printed copy</p>	<p>Annually</p>	<p>SCED</p>
<p>Number of additional students taking up scouting</p>	<p>The SI measures the total number of additional students taking up scouting annually</p>	<p>Data collected</p>	<p>Annually</p>	<p>SCED, DYS</p>

Number of scouts participating in the youth leadership training program	The SI measures the number of youth scouts trained in the Youth Leadership Training Program at Tencholing, Wangdi	Program report	Annually	SCED, DYS
Number of students participating in the spirituality / values program	The SI measures the number of students participating in the spirituality / values programs	Program report	Annually	SCED, DYS
Number of additional Youth Centers strengthened	This SI measures the number of additional Youth Centers strengthened that are provided with additional resources like projectors, additional furniture and library books for better service delivery.	1. Monitoring visit by the Division 2. Reports submitted by the Youth Centers	Annually	YCD, DYS
Number of additional new youth members registered with the Youth Centers for availing youth-friendly facilities and services	It measures the number of additional new youth members including visitors and youth volunteers (aged 10-24) registered with Youth Centers across the country for availing the youth friendly facilities and services	Reports submitted by the youth centers	Annually	YCD, DYS
Number of youths engaged in thematic foras	The SI measures the number of Youth participating in International Youth Day, YouTurn, SDG consultations, Mega Youth Event, YPEER meet, Young Bhutan Network programs and other forums on topical youth issues. The target is to engage 2000 youths annually.	Program reports	Annually	YCD, DYS
Timeline by which the National Youth Policy is revised and endorsed by the Department	This indicator measures the timeline by which the National Youth Policy is revised and endorsed by the Department	Endorsed copy of the National Youth Policy	Annually	YCD, DYS

Timely submission of APA  
implementation updates

This SI shall be evaluated based on the following parameters:  
1. Timeliness of administrative data/documents/records

Quarterly PPD

1. Timeliness of administrative data/documents/records
2. Timeliness of issue reported on GPMS. and other achieved SIs are verified and evidence submitted." 3.
3. Timeliness of MYR and year-end self-assessment report is submitted to GPMD." 4. "Timely action taken on all the MYR directives."

**Section 5: Requirements from other Departments & Secretariat Divisions**

Organisation Name	Relevant Success Indicator	Requirement from the Organisation	Justification for the Requirement	Requirement detail	Impact (If Not Met)
All Dzongkhags	% of schools implementing the Sports and Physical Activity calendar	Consolidated report from the Dzongkhags / Thromdes on the % of schools implementing the SPA calendar	The Dzongkhags / Thromdes collect and compile the reports from the schools	The Dzongkhags / Thromdes collect and compile the reports from the schools	The SI may not be achieved
ROYAL EDUCATION COUNCIL	Number of teachers trained on the revised HPE curriculum for classes PP - VI	Development or curriculum	Curriculum development being the mandates of the REC	Curriculum experts of REC	The SI may not be achieved
All Dzongkhags	% of schools with classes (PP - X) allocating HPE periods (1 period per week)	All schools under the Dzongkhags / Thromdes must allocated HPE period as per the circular	Dzongkhags / Thromdes must facilitate the schools in allocation of HPE periods	Dzongkhags / Thromdes must facilitate the schools in allocation of HPE periods	The SI may not be achieved
ROYAL CIVIL SERVICE COMMISSION	% of secondary schools with functional Guidance and Counseling program	Approval for recruitment of new counselors	Approval for any recruitment must be sought from the RCSC	Final approving authority	The SI may not be achieved
DEPARTMENT OF SCHOOL EDUCATION	Percentage of high at-risk students identified and prevented through referrals to support services.	Requires support from NCWC/RENEW/MoH for consultation/referral/reporting depending on cases. Support in terms of relocation of schools required from DSE, MoE	Requirement of expertise from different organizations like NCWC, RENEW, MoH and DSE	Requirement of expertise	The SI may not be achieved



MINISTRY OF HEALTH	Percentage of high at-risk students identified and prevented through referrals to support services.	Requires support from NCWC/RENEW/MoH for consultation/referral/repording depending on cases. Support in terms of relocation of schools required from DSE, MoE	Requirement of expertise from different organizations like NCWC, RENEW, MoH and DSE	The SI may not be achieved
NATIONAL COMMISSION FOR WOMEN & CHILDREN	Percentage of high at-risk students identified and prevented through referrals to support services.	Requires support from NCWC/RENEW/MoH for consultation/referral/repording depending on cases. Support in terms of relocation of schools required from DSE, MoE	Requirement of expertise from different organizations like NCWC, RENEW, MoH and DSE	The SI may not be achieved
MINISTRY OF HEALTH	Number of additional Youth Centers strengthened	Support in implementation of YFISC in Youth Centers including support of the local government	Support in terms of services provided	The SI may not be achieved
MINISTRY OF LABOUR & HUMAN RESOURCES	Number of additional Youth Centers strengthened	Support in implementation of YFISC in Youth Centers including support from the local government	Support in terms of services provided	The SI may not be achieved
ROYAL CIVIL SERVICE COMMISSION	Number of additional Youth Centers strengthened	Approval for recruitment of human resources in the Youth Centers	Approval for recruitment	The SI may not be achieved
All Dzongkhags	Number of additional students taking up scouting	Implementation of scouting programs in Dzongkhags / Thromdes	Implementing agency Dzongkhags / Thromdes are the implementing agencies in the field	The SI may not be achieved

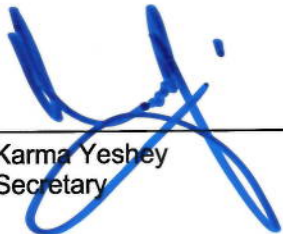
THROMDEYS	Number of additional students taking up scouting	Implementation of scouting programs in Dzongkhags / Thromdes	Implementing agency	Dzongkhags / Thromdes are the implementing agencies in the field	The SI may not be achieved
DEPARTMENT OF SCHOOL EDUCATION	Youth in conflict with law	Data from the YDMIS for the measurement of the SI.	DSE, MoE has the accessibility to the system for the generation of the report (data)	DYS does not have access to the data system	Will not be able to measure the SI
THROMDEYS	% of schools implementing the Sports and Physical Activity calendar	Consolidated report from the Dzongkhags / Thromdes on the % of schools implementing the SPA calendar	The Dzongkhags / Thromdes collect and compile the reports from the schools	The Dzongkhags / Thromdes collect and compile the reports from the schools	The SI may not be achieved
THROMDEYS	% of schools with classes (PP - X) allocating HPE periods (1 period per week)	All schools under the Dzongkhags / Thromdes must allocate HPE period as per the circular	Dzongkhags / Thromdes must facilitate the schools in allocation of HPE periods	Dzongkhags / Thromdes must facilitate the schools in allocation of HPE periods	The SI may not be achieved
THROMDEYS	% of schools with classes (PP - X) allocating HPE periods (1 period per week)	All schools under the Dzongkhags / Thromdes must allocate HPE period as per the circular	Dzongkhags / Thromdes must facilitate the schools in allocation of HPE periods	Dzongkhags / Thromdes must facilitate the schools in allocation of HPE periods	The SI may not be achieved

**Whereas,**

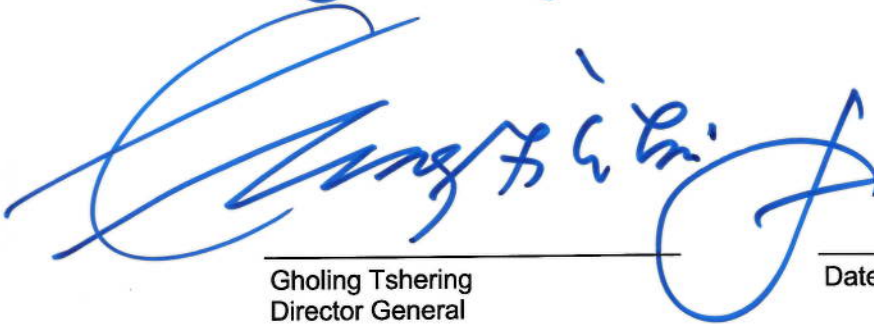
I, the Director General , Department of Youth & Sports, commit to the Secretary and the Minister, Ministry of Education to deliver the results described in this Annual Performance Agreement.

I, the Secretary, commit to the Director General , Department of Youth & Sports to provide necessary support for the delivery of results described in this Annual Performance Agreement.

**SIGNED:**

  
\_\_\_\_\_  
Karma Yeshey  
Secretary

19/3/2019  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Gholing Tshering  
Director General

19/3/2019  
\_\_\_\_\_  
Date