

ASSIGNMENT OF FUNCTIONAL AND FINANCIAL RESPONSIBILITIES TO LOCAL GOVERNMENTS



2007

**GROSS NATIONAL HAPPINESS COMMISSION
ROYAL GOVERNMENT OF BHUTAN**

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1. Background

Bhutan's enlightened monarchy has been the source for political, administrative and financial decentralization and, in contrast to many other nations, the devolution of power has been at a measured pace, in step with the stage of socioeconomic development of the country. Significant milestones include the establishment of the National Assembly in 1953 and the Dzongkhag Yargay Tshogdus in 1981. Decision-making was further decentralized to the grassroots level with the establishment of Gewog Yargay Tshogchungs in 1991. In an unprecedented move, His Majesty the Fourth Druk Gyalpo devolved full executive powers to the Council of Ministers in 1998. The decentralization process will culminate with the adoption of the Constitution and the introduction of parliamentary democracy in 2008.

In line with the decentralization process, the Ninth Plan was Gewog-based with communities setting priorities for development activities in their own Gewogs. The Tenth Plan further empowers the people through the adoption of a results-based planning approach, which will focus on the achievement of results identified by the people. A key aspect of the Tenth Plan is the sharing of available financial resources in the ratio of 70:30 between the centre and local governments. Furthermore, as development activities are mostly implemented at the Gewog level, the 30% of the resources allocated to local governments will be shared equally in the ratio of 60:40 between a Dzongkhag and its Gewogs. The resource allocation to individual Dzongkhags and Gewogs will be released by the Ministry of Finance as Annual Grants based on a formula jointly designed by the GNH Commission and Ministry of Finance. It is expected that the results-based planning approach, implemented through formula-based resource allocation will promote equity, efficiency, and accountability and transparency.

The Organizational Development exercise conducted by the Royal Civil Service Commission recommended that the GNH Commission streamline the delegation of functions and tasks at Gewog, Dzongkhag and central levels. This was to be undertaken through a detailed study of the division of responsibilities between the central agencies and local governments in light of various legislations and regulations such as the DYT and GYT Chathrim of 2002, their Implementation Manuals, and the Local Government Act, 2007.

2. Assignment of Functional and Financial Responsibilities to Local Governments

The powers of local governments are given in Article 22 of the draft Constitution and elaborated in the Local Government Act, 2007. Their roles and responsibilities are detailed in the Dzongkhag Yargay Tshogdu (DYT) and Gewog Yargay Tshogchung (GYT) Chathrim and their Implementation Manuals, the Good Governance Plus (GG Plus) Report and the draft report of the Organizational Development exercise (ODE) on Strengthening the Bhutanese Bureaucracy.

The existing assignment of responsibilities was verified through the field trip to three nearby Dzongkhags and bilateral discussions with central agencies. As noted by the

ODE, the required policy, legislative and administrative functions necessary for democratic good governance have been decentralized and are largely in place. However, the assignment of responsibilities for infrastructure and capacity development requires streamlining to foster efficiency, accountability, transparency and compliance with legislation.

In view of the imminent introduction of parliamentary democracy in 2008, the assignment of functional and financial responsibilities have been streamlined to ensure that the people, through their local governments, have control over the development and management of their own social, economic and environmental well-being. The proposed assignment of responsibilities to local governments is guided by Constitution and based on the various Acts, Chathrim, Regulations, the GG Plus and ODE recommendations, Task Force consultations and the discussions of the Consultation Workshop and is mapped in Table 1.

The assignment of responsibilities is organized along the lines of the recommended restructuring of Dzongkhag administrations by the ODE. The functions and responsibilities for providing policy and planning, human resource, finance (and administration), ICT, culture and environment services are grouped under the Secretarial Support Services sector. Road safety and transport services have also been added to this sector. The other sectors are Renewable Natural Resources (RNR), with agriculture, livestock and forestry sub-sectors; education; health; land record; and registration, immigration and census services.

In view of the importance of infrastructure development and the need for increased efficiency and accountability, the engineering services sector has been renamed as the infrastructure development services to include functions currently provided by the roads and urban development sectors.

An economic affairs sector has been created to promote trade and local enterprise development. The services provided by the Regional Trade and Industry Offices have been decentralized to the dzongkhags.

Where applicable, the basis for each function or responsibility is indicated for each assignment, for e.g. the GYT Chathrim or a recommendation from the Good Governance Plus Report.

The key issues that require attention to increase efficiency, transparency and accountability of local governments can be grouped into three areas: regulatory/administrative functions; infrastructure and capacity development responsibilities; and human resource development. Thus, the functional and financial responsibilities to local governments are assigned along these three areas.

Table 1 Assignment of Functional and Financial Responsibilities to Local Governments

| Gewog | Dzongkhag | Centre | Remarks |
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| SECRETARIAL SUPPORT SERVICES | | | |
| Policy and Planning Services | | | |
| Regulatory functions of GYT: <ul style="list-style-type: none"> Identification, prioritization and formulation and approval of Gewog plans and activities in accordance with national policies and plans (GYTC) Approval of the Gewog's annual budget and re-appropriation of Gewog plan budget, as provided within the ceiling of the Gewog budget | Regulatory functions of DYT: <ul style="list-style-type: none"> Approval of Dzongkhag's five year and annual plans in accordance with the national policies and plans (DYTC) Endorsement of Gewogs' five year and annual plans in accordance with the national policies and plans (DYTC) Prioritization and allocation of resources for Dzongkhag plan activities (DYTC) Re-appropriation of Dzongkhag plan budget, as provided within the ceiling of the Dzongkhag budget | Policy & Regulatory functions of line agencies: <ul style="list-style-type: none"> Issue technical guidelines to guide strategies and programmes Targeted poverty reduction interventions Monitoring & Evaluation of sectoral policies/plans/outcomes & Dzongkhag & Gewog plans/outcomes Capacity development of Local Governments by line agencies & GNHC Periodic review of rules and regulations on the financial powers and functions of local governments by Ministry of Finance (GYTC & DYTC) Formulation of sectoral policies and plans cutting across local governments | <p>The specific functions and responsibilities of Dzongdas, Gups and other gewog officials are detailed in the GYT and DYT Chathrim and their Implementation Manuals</p> |
| Regulatory functions of Gewog Administration/Gup/Gewog Administrative Officer (GAO): <ul style="list-style-type: none"> Preparation of 5 Yr Plans and Annual Plans Compilation of progress reports and all data related to development activities Coordination of development activities Administration, monitoring and review of activities that are part of Gewog plans (GYTC) | Regulatory functions of Dzongkhag Administration/Dzongdag/Dzongkhag Planning Officer: <ul style="list-style-type: none"> Coordinate and facilitate preparation of 5 Yr Plans and Annual Plans Facilitate Gewog planning process Compilation of progress reports and all data related to development activities Coordination of development activities Administration, monitoring and review of Dzongkhag plan activities Monitoring & Evaluation of Dzongkhag and Gewog plans | | <p>Human Resource Development: HRD -Training refers to short term training, both in and ex-country Training - Others refers to workshops, seminars, etc</p> |
| Human Resource Development: <ul style="list-style-type: none"> Training – Others | Human Resource Development: <ul style="list-style-type: none"> HRD -Training (ODE) Training - Others | Human Resource Development: <ul style="list-style-type: none"> Long term HRD HRD-Training (GG+) Training - Others | |

| HUMAN RESOURCE SERVICES | | | |
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| Regulatory functions of GYT: <ul style="list-style-type: none"> Exemption of gung from nangkhoet beneficiary contributions, in cash, in kind or in labour (GYTC) Approval for hiring and mobilization of labour for the upkeep of community facilities (GYTC) | Regulatory functions of DYT | Policy & Regulatory functions of Royal Civil Service Commission(RCSC): <ul style="list-style-type: none"> Recruitment, deployment, promotion and transfer of RCSC selected graduates by RCSC Overall policy guidelines and regulations on labour contribution by Ministry of Home and Cultural Affairs Recruitment, appointment, transfer and promotion of executive level officers | |
| Regulatory functions of Gewog Administration/Gewog Administrative Officer(GAO): <ul style="list-style-type: none"> will depend once the TOR is finalised | Regulatory functions of Dzongkhag Administration/Dzongkhag Human Resource Committee <ul style="list-style-type: none"> Recruitment, promotion, transfer and termination of Dzongkhag staff in accordance with RCSC rules and regulations Selection and nomination of Gewog and Dzongkhag staff for study tours, conferences, workshops and trainings(DYTC) Preparation of Dzongkhag HRD plan in conjunction with RCSC (DYTC) | | |
| Service provision by Gewog Administration/GAO: | Service provision by Dzongkhag Administration/HRO: | Human Resource Development: <ul style="list-style-type: none"> Long term HRD HRD-Training Training - Others | |
| | Human Resource Development: <ul style="list-style-type: none"> HRD -Training Training - Others | | |
| ADMINISTRATION and FINANCE SERVICES | | | |
| Regulatory functions of GYT: <ul style="list-style-type: none"> Approval of expenditure plan to be met from rural taxes (GYTC) Approval for use of other funds raised by the GYT (GYTC) Review of accounts of all expenditures of the Gewog and ratification in accordance with financial rules and regulations (GYTC) and submit regular | Regulatory functions of DYT: <ul style="list-style-type: none"> Review and ratification of Gewog accounts of rural tax and other collections and expenditures (DYTC) Review and ratification of the accounts of plan expenditures of the Gewog incurred under the authority of GYT (DYTC) and submit regular expenditure reports by the Dzongkhags to DPA, and RAA will certify the Accounts annually | Policy & Regulatory functions of line agencies: <ul style="list-style-type: none"> Periodic review and framing of rules and regulations on the financial powers and functions of local governments by MoF (DYTC), and periodic audit by RAA. Coordination and facilitation of inter-Dzongkhag and Centre-Dzongkhag | |

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| <p>expenditure reports by the Gewogs to DPA, and RAA will certify the Accounts annually</p> <ul style="list-style-type: none"> Approval of rates of local utilities like irrigation water, locally generated power and drinking water necessary for the upkeep of such utilities (GYTC) | <ul style="list-style-type: none"> Review of Dzongkhag administration accounts (DYTC) | <p>relations by MoHCA,GNHC and line agencies</p> <ul style="list-style-type: none"> Monitoring the functioning of the Dzongkhag Tshogdu and Dzongkhag Administration as well as coordination of law and order issues and situations by MoHCA Capacity development of Local Governments by line agencies & GNHC | |
| <p>Regulatory functions of Gewog Administration/Gup/GAO</p> <ul style="list-style-type: none"> Carry out General administration Personnel management of staff, office management including office infrastructure Coordinates between Gewog, Dzongkhag, and DT on administrative and finance matters Enforcement of government rules and acts Maintenance of cultural and religious properties Maintain driglam namzha Appointment of Gewog tender and other committees required for discharging functions of GYT (GYTC) Tendering, procurement, approval and award of contract works and activities in line with FRR (GYTC) Discussion and submission of progress reports to the Dzongkhag administration on financial and administration matters, as provided by regulation (GYTC) Review and recommend credit applications | <p>Regulatory functions of Dzongkhag Administration/ Dzongdag/AFD:</p> <ul style="list-style-type: none"> Carry out General administration Preparation of 5 Yr Plans and Annual plans Personnel management of staff, office management including office infrastructure Provides administrative support to the sectors and coordinates between Dzongkhag, central agencies, DT and GT on administrative and finance matters. Enforcement of government rules and acts Maintenance of cultural and religious properties Maintenance, promotion and preservation of Driglam choesum Appointment of Dzongkhag tender and other committees required for discharging functions of DYT (DYTC) Tendering, procurement, and approval and award of contract works and procurement order in line with FRR (DYTC) Submission of progress reports to line agencies on financial and administration matters, as provided by regulation Review and recommend loans application based on national regulations | | |

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| Service Provision by Gewog Administration/Gup <ul style="list-style-type: none"> ▪ Provide secretarial services to GT ▪ Organization of relief measures during natural disasters and emergencies (GYTC) | Service provision by Dzongkhag Administration/AFD <ul style="list-style-type: none"> ▪ Provide secretarial services to DT ▪ Provide all chadi services ▪ Provide election logistical support during elections ▪ Organization of relief measures during natural disasters and emergencies Service provision by Dzongkhag Administration/Dzongkhag Revenue Officer <ul style="list-style-type: none"> ▪ Preparation of 5 Yr Plans and Annual plans ▪ Collection of insurance ▪ Collection of fees- tender, land conversion, schools etc. ▪ Follow up on TDS ▪ Verification of properties affected by natural calamities | Service provision by Ministry of Home and Cultural Affairs/Disaster Management Division <ul style="list-style-type: none"> ○ Lead and coordinate in organization of relief measures during natural disasters and emergencies | |
| | Human Resource Development: <ul style="list-style-type: none"> ▪ HRD -Training ▪ Training – Others | Human Resource Development: <ul style="list-style-type: none"> ▪ Long term HRD ▪ HRD-Training ▪ Training – Others | |
| ICT SERVICES | | | |
| Regulatory functions of GYT: <ul style="list-style-type: none"> ▪ Identification of location of Community Information Centres ▪ Promotion of ICT services | Regulatory functions of DYT: <ul style="list-style-type: none"> ▪ Approval for establishment of communication services in the Dzongkhag (DYTC) ▪ Regulation of content of broadcasting and telecasting within the Dzongkhag to the extent not contrary to national law (DYTC) Regulatory functions of Dzongkhag Administration/ICT officer <ul style="list-style-type: none"> ▪ Computer specifications | Regulatory functions of Bhutan Information Communication and Media Authority(BICMA)/Ministry of Information & Communication(MoIC): <ul style="list-style-type: none"> ▪ Overall ICT guidelines and regulations ▪ Computer specification for central agencies ▪ General policy guidelines and regulations ▪ Coordination of donor-funded projects ▪ Formulation of general guidelines and standards | |

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| Service provision by Gewog Administration/Gup: <ul style="list-style-type: none"> ▪ Maintenance and management of Community Information Centres ▪ Co-ordination of establishment of Community Information Centres with Dzongkhag Administration | Service provision by Dzongkhag Administration/ICT Officer: <ul style="list-style-type: none"> ▪ Establishment of Dzongkhag Local Area Network (ODE) ▪ Co-ordination of establishment of Community Information Centres with central agencies | | |
| Human Resource Development: <ul style="list-style-type: none"> ▪ Training - Others | Human Resource Development: <ul style="list-style-type: none"> ▪ HRD -Training ▪ Training - Others | Human Resource Development: <ul style="list-style-type: none"> ▪ Long term HRD ▪ HRD-Training ▪ Training – Others | |
| CULTURE SERVICES | | | |
| Regulatory functions of GYT: <ul style="list-style-type: none"> ▪ Preservation, promotion, protection and development of all tangible and intangible community cultural heritage in the Gewog ▪ Recommendation of major renovation or preservation of tangible cultural heritage of national significance to DYT ▪ Formulation of regulations based on overall guidelines ▪ Monitoring & review ▪ Acquisition of land/buildings ▪ Preservation and promotion of driglam choesum (GYTC) | Regulatory functions of DYT: <ul style="list-style-type: none"> ▪ Preservation, promotion, protection and development of all tangible and intangible state owned cultural heritage in the Dzongkhag ▪ Designation and protection of monuments and sites of cultural and historical interests (DYTC) ▪ Recommendation of major renovation or preservation of tangible cultural heritage of national significance to MoHCA ▪ Formulation of regulations based on overall guidelines ▪ Monitoring & Evaluation ▪ Acquisition of land/buildings ▪ Preservation and promotion of driglam choesum (DYTC) ▪ Preservation and promotion of Zorig Chusum (DYTC) | Policy & Regulatory functions of Ministry of Home and Cultural Affairs(MoHCA): <ul style="list-style-type: none"> ▪ Preservation, promotion, protection and development of all tangible and intangible cultural heritage of national significance ▪ Overall policy and guidelines on preservation, promotion, protection and development of tangible and intangible cultural heritage ▪ Appraisal and approval of architectural conservation project proposed by Dzongkhags ▪ Provision of technical backstopping and administrative help for conservation and rehabilitation of the historical and cultural sites | Institute periodic review of restricted areas |

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| | Regulatory functions of Dzongkhag Administration/Dzongkhag Culture Officer <ul style="list-style-type: none"> Preparation of 5 Yr Plans and Annual Plans Monitoring and record keeping of religious and cultural properties Monitor and evaluate religious and cultural properties during disaster, vandalism, theft in coordination with the committee Preservation, promotion, and ensuring driglam namzha | <ul style="list-style-type: none"> Overall policy, guidelines and regulations Publication on sites of restricted areas list Monitoring & Evaluation Acquisition of land/buildings Preservation and promotion of driglam choesum Preservation and promotion of Zorig Chusum (DYTC) | |
| Service provision by Gewog Administration/Gup: <ul style="list-style-type: none"> Construction and maintenance of community lhakhangs (GG+) in line with national regulations Maintenance of community lhakhangs, chortens goendeys, etc. (GYTC) in accordance to national standards. Management of community shedra, drubdey, gomdey, tshechu, kuchhoe bumdey, and other community rites and festivities (GYTC) | Service provision by Dzongkhag Administration/Dzongkhag Culture Officer: <ul style="list-style-type: none"> Coordination with Infrastructure Development Services Sector for construction and maintenance of dzongs, state owned lhakhangs, goendeys, chorten and other monuments and properties of the Dzongkhag Custody and care of kusungthugten (DYTC & GG+) Management of state and community owned inter-gewog shedra, drubdey, gomdey, tshechu, kuchhoe bumdey, and other community rites (DYTC) Facilitation of handing and taking over charge of lhakhangs by kyoenyers (ODE) Management of Chhoe-shey programmes in schools Procurement of fire-proof almirahs (ODE) | Service provision by MoHCA: <ul style="list-style-type: none"> Major construction and renovation of historical and cultural edifices of national importance (ODE) Technical backstopping | |
| | Human Resource Development: <ul style="list-style-type: none"> HRD- Training (ODE) Training - Others | Human Resource Development: <ul style="list-style-type: none"> Long term HRD HRD- Training (ODE) Training – Others | |
| ENVIRONMENT SERVICES | | | |
| Regulatory functions of GYT: <ul style="list-style-type: none"> Control and prevention of air, soil and water pollution and safe disposal of waste (GYTC) Conservation and protection of | Regulatory functions of DYT: <ul style="list-style-type: none"> Control and prevention of noise, air, soil and water pollution and safe disposal of waste (DYTC) Submission of recommendations on activities with major environmental impact such as construction | Policy & Regulatory functions of National Environment Commission(NEC): <ul style="list-style-type: none"> Adoption of national environmental standards | |

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| <p>watershed areas and water bodies (GYTC)</p> <ul style="list-style-type: none"> Creation and designation of local recreational areas around villages(GYTC) Monitoring and reporting to Dzongkhag Administration | <p>of roads, extraction and conservation of forests, mining and quarrying, etc (DYTC)</p> | <ul style="list-style-type: none"> Meeting obligations of multilateral environmental agreements/conventions Publication of State of the Environment Reports periodically Enforcement of EA Act 2000, Regulation for the Environmental Clearance of projects,2002, and National Environment Protection Act, 2007 Research, Monitoring, evaluation and reporting Revision and Publication of Annex II of the Regulation for the Environmental Clearance of Projects, 2002. The Annex II contains list of activities that are delegated to the competent authorities to process for environmental clearance, and the activities that does not require environmental clearance | |
| | <p>Regulatory functions of Dzongkhag Administration/Dzongkhag Environment Committee/ Dzongkhag Environment Officer</p> <ul style="list-style-type: none"> Preparation of 5 Yr Plans and Annual Plans Enforcement of EA Act 2000, Regulation for the Environmental Clearance of Projects,2002, and National Environment Protection Act, 2007 through Dzongkhag Environmental Committee Monitoring, evaluation and reporting through Dzongkhag Environment Committee | | |
| <p>Service provision by Gewog Administration/Gup:</p> <ul style="list-style-type: none"> Submission of reports on human-wildlife conflict occurrences Issuance of No Objection Certificate(NOCs) | <p>Service provision by Dzongkhag Administration/Dzongkhag Environment Committee/ Dzongkhag Environment Officer:</p> <ul style="list-style-type: none"> Issue of environmental clearance for development and commercial activities as per Annex II of the Regulation for the Environmental Clearance of Projects 2002 | | |
| <p>Human Resource Development:</p> <ul style="list-style-type: none"> Training - Others | <p>Human Resource Development:</p> <ul style="list-style-type: none"> HRD -Training Training - Others | <p>Human Resource Development:</p> <ul style="list-style-type: none"> Long term HRD HRD-Training Training - Others | |
| ROAD SAFETY and TRANSPORT SERVICES | | | |
| <p>Regulatory functions of GYT:</p> <ul style="list-style-type: none"> Monitoring passenger transport services(buses and taxis) Recommend passenger transport operator(s) for the locality in case the national operators not available Prevention of construction of structures along the right of way, whether on national, communal or private lands (GYTC), as per Road Act 2004 | <p>Regulatory functions of DYT/RSTA office:</p> <ul style="list-style-type: none"> Monitoring passenger transport services(buses and taxis) Recommend passenger transport operator(s) for the Dzongkhag in case the national operators not available Control of construction of structures along the right of way, whether on national, communal or private lands, falling within the Dzongkhag, including enforcement of measures such as cessation of construction, and demolition of the | <p>Regulatory functions of Road Safety and Transport Authority(RSTA):</p> <ul style="list-style-type: none"> Overall guidelines and regulations Enforcement of the Road Safety and Transport Act 1999 Monitoring and regulation in accordance with Road Act, 2004 Establishment of national vehicle emission standards by NEC and MoI Overall regulations and guidelines | |

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| | <p>structures in accordance with Road Act, 2004 (DYTC)</p> <ul style="list-style-type: none"> ▪ Check and monitor driving licenses | | |
| | <p>Service provision by Dzongkhag RSTA Officer:</p> <ul style="list-style-type: none"> ▪ Regulation of annual vehicle fitness and emission tests in line with the RSTA Act, 1999 ▪ Issue of route permits ▪ Printing of driving licenses (ODE) ▪ Licensing and renewal of Registration Certificate and license | | |
| | <p>Human Resource Development:</p> <ul style="list-style-type: none"> ▪ HRD -Training ▪ Training - Others | <p>Human Resource Development:</p> <ul style="list-style-type: none"> ▪ Long term HRD ▪ HRD-Training ▪ Training - Others | |
| RENEWABLE NATURAL RESOURCES(RNR) SERVICES | | | |
| AGRICULTURE SERVICES | | | |
| <p>Regulatory functions of GYT:</p> <ul style="list-style-type: none"> ▪ Prevention of illegal land conversion ▪ Submission of land conversion appeals to DYT ▪ Acquisition of land/building (GG+) ▪ Identification of farm roads, irrigation canals, power tiller tracks, agriculture extension centre and mule tracks | <p>Regulatory functions of DYT:</p> <ul style="list-style-type: none"> ▪ Prevention of illegal land conversion ▪ Submission of land conversion appeals to MoA ▪ Registration of cooperatives in accordance with Cooperatives Act (DYTC & ODE) ▪ Acquisition of land/building (GG+) | <p>Policy & Regulatory functions of Ministry of Agriculture/Department of Agriculture:</p> <ul style="list-style-type: none"> ▪ Broad policy guidelines on improved agricultural farming methods and techniques ▪ Development, coordination and monitoring of marketing programmes and infrastructure ▪ Recognition of new plant varieties ▪ General policy and quality standards of farm inputs and supplies ▪ General policy and regulation on agricultural subsidies, commission agents and prices ▪ General guidelines and regulations on construction and maintenance of feeder and farm roads, power tiller and mule tracks ▪ General guidelines and regulations on construction and maintenance of agricultural infrastructure | |
| <p>Regulatory functions of Extension Agent/Gup:</p> <ul style="list-style-type: none"> ▪ Prevention of illegal land conversion ▪ Submission of land conversion appeals to GYT | <p>Regulatory functions of Dzongkhag Administration/Dzongkhag Agriculture Officer:</p> <ul style="list-style-type: none"> ▪ Preparation of 5 Yr Plans and Annual Plans ▪ Prevention of illegal land conversion ▪ Submission of land conversion appeals | | |

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| | | <ul style="list-style-type: none"> Review and approval of land conversion appeals | |
| Service provision by Extension Agent/Centre: <ul style="list-style-type: none"> Delivery of extension services and technical support to farmers Coordination and implementation of pilot/demonstration/ trials Maintenance of agricultural extension centre Procurement of farm input and supplies Establishment of semi-commercial backyard agricultural farms Land management services Promotion and formation of agricultural cooperatives and community initiated and managed activities in accordance with Cooperatives Act (GYTC & GG+) | Service provision by Dzongkhag Administration/Dzongkhag Agriculture Officer: <ul style="list-style-type: none"> Development and implementation of marketing strategies for local agricultural produce (DYTC & GG+) Piloting trials of organic and other new/improved farming methods and techniques Selection of and promotion of HYV crops through field trials (DYTC&GG+) Recommendation to DYT of the various varieties of crops that may be optimally grown in the Dzongkhag in accordance with Seeds Act 2000 (DYTC) Farm inputs and supplies (GG+) Procurement of machinery and equipment Procurement of plant protection chemicals Establishment of semi-commercial backyard agricultural farms (DYTC) Land management and land conversion services Promotion and formation of agricultural cooperatives and community initiated and managed activities in accordance with Cooperatives Act (DYTC & GG+) Registration of agricultural cooperatives in accordance with Cooperatives Act Coordination with Infrastructure Development Services Sector for construction and major maintenance of farm roads Technical backstopping to Gewogs Coordination with Infrastructure Development Services Sector for construction of RNR Centres Coordination with Infrastructure Development Services Sector for construction of donor-funded irrigation canals | Service provision by MoA/Department of Agriculture: <ul style="list-style-type: none"> Research and Development, including trial and research of new varieties (GG+) Release of new/improved varieties Release of agriculture production techniques Research and Development Rehabilitation services (ODE) in coordination with National Land Commission | Currently donor-funded RNR Centres constructed by centre |
| Service provision by Gewog Administration/Gup: <ul style="list-style-type: none"> Construction, minor and routine maintenance of farm roads, power tiller and mule tracks (GG+) Construction of agricultural extension centre (GG+) Construction and maintenance of marketing sheds and storage facilities. Maintenance of RNR centres (GYTC) Construction and maintenance of irrigation canals (GYTC & GG+) Allocation of irrigation water in accordance with the Land Act (GYTC) | | | Currently donor-funded canals constructed by centre |
| Human Resource Development: <ul style="list-style-type: none"> Farmers training (GG+) Training-Others | Human Resource Development: <ul style="list-style-type: none"> Farmers study tour (GG+) Farmers training HRD-Training | Human Resource Development: <ul style="list-style-type: none"> Long term HRD HRD -Training (GG+) Farmers training and study tour (GG+) | |

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| LIVESTOCK SERVICES | | | |
| Regulatory functions of GYT: <ul style="list-style-type: none"> Control of communicable livestock diseases within the gewog in accordance with the Livestock Act, 2001 (GYTC) Identification and proposal for lease of government reserve forest land/tsamdro for pasture development | Regulatory functions of DYT: <ul style="list-style-type: none"> Prevention of dangerous communicable diseases among livestock in accordance with Livestock Act, 2001 (DYTC) Review and approval of tsamdro applications in line with regulations or submission for approval to MoA Regulation of safety standards and prices of dairy and livestock products in accordance with the Livestock Act, 2001 (DYTC) | Policy & Regulatory functions of MoA/Department of Livestock: <ul style="list-style-type: none"> Research and Formulation of livestock policy and regulations General safety guidelines and regulations Disease surveillance by Bhutan Agriculture and Food Regulatory Authority(BAFRA) and Department of Livestock(DoL) General guidelines and policy on pasture development Approval of proposal for lease of government reserve forest land/tsamdro for pasture development Establishment of food safety and quality standards Certification of standards of agricultural food products Overall monitoring and surveillance, including import and export of food products Identification of suitable breeds for supply Identification and release of suitable fodder species Formulation and regulation of breeding policy Procurement of improved breeds for distribution to Gewogs (GG+) Livestock research Development of measures to address human-wildlife conflict issues | Establish BAFRA offices in Dzongkhags |
| Regulatory functions of Livestock Extension Agent: <ul style="list-style-type: none"> Prevention and Control of communicable livestock diseases within the Gewog in accordance with the Livestock Act, 2001 Monitoring of food safety standards Acquisition of land/building (GG+) | Regulatory functions of Dzongkhag Administration/Dzongkhag Livestock Officer: <ul style="list-style-type: none"> Preparation of 5 Yr Plans and Annual Plans Prevention and control of dangerous communicable diseases among livestock in accordance with Livestock Act, 2001 Recommendation to DYT of the various varieties of breeds of livestock that may be optimally reared in the Dzongkhag (DYTC) in accordance with Livestock Act 2001 Regulation of food safety standards and overall monitoring and surveillance, including import and export of food products Acquisition of land/buildings (GG+) | | |
| Service provision by Gewog Administration/Gup: <ul style="list-style-type: none"> Construction of livestock extension centre (GG+) Formation of livestock cooperatives (GG+) | | | |
| Service provision by Livestock Extension Agent: <ul style="list-style-type: none"> Establishment of semi-commercial backyard livestock farms Submission of periodic reports and | Service provision by Dzongkhag Administration/Dzongkhag Livestock Officer: <ul style="list-style-type: none"> Coordination of construction of donor-funded germ houses, veterinary labs and hospitals Reviewing of slaughter house need proposal by | Service provision by MoA/Department | |

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| <p>recommendations on human-wildlife conflict occurrences, in accordance with the provisions of the Forest and Nature Conservation Act, 1995 (GYTC)</p> <ul style="list-style-type: none"> ▪ Promotion and selection of improved breeds ▪ Maintenance of livestock extension centre ▪ Carrying out feasibility studies for pasture development ▪ Put up slaughter house construction proposal to the Dzongkhags ▪ Introducing fodder conservation techniques | <p>Gewogs and construction of slaughter house after approval from the Ministry.</p> <ul style="list-style-type: none"> ▪ Establishment of semi-commercial backyard livestock farms (DYTC and GG+) ▪ Monitoring of human-wildlife conflict in coordination with Dzongkhag Environment Officer and submission of reports to MoA ▪ Payment of compensation for human-wildlife conflicts as provided by regulation ▪ Promotion and selection of improved breeds ▪ Immunization and vaccination program ▪ Procurement & supply of AH medicines (GG+) ▪ Development of marketing strategies for livestock products (GG+) ▪ Registration of livestock cooperatives ▪ Carrying out feasibility studies for feed/pasture development ▪ Carrying out on-farm trial of new fodder species | <p>of Livestock:</p> <ul style="list-style-type: none"> ▪ Supply of AH hospital lab equipments (GG+) | |
| <p>Human Resource Development:</p> <ul style="list-style-type: none"> ▪ Farmers training (GG+) ▪ Training-Others | <p>Human Resource Development:</p> <ul style="list-style-type: none"> ▪ Farmers study tour (GG+) ▪ Farmers training ▪ HRD-Training | <p>Human Resource Development:</p> <ul style="list-style-type: none"> ▪ Long term HRD ▪ HRD -Training (GG+) ▪ Farmers training and study tour (GG+) | |
| FORESTRY SERVICES | | | |
| <p>Regulatory functions of GYT:</p> <ul style="list-style-type: none"> ▪ Custody and care of communal land/forest and prevention of illegal house construction and other types of encroachments in such community lands as well as on government land and forests (GYTC) ▪ Regulation of edible forest products in accordance with the Forest and Nature Conservation Act, 1995 (GYTC) ▪ Acquisition of land/buildings (GG+) | <p>Regulatory functions of DYT:</p> <ul style="list-style-type: none"> ▪ Protection of forests, tsamdros and all types of government and community lands from illegal house and similar constructions and other encroachments (DYTC) ▪ Designation and protection of areas of special scenic beauty or biodiversity as Dzongkhag parks and sanctuaries (DYTC) | <p>Policy & Regulatory functions of MoA/Department of Forestry:</p> <ul style="list-style-type: none"> ▪ Overall regulation in line with Forestry and Nature Conservation Act, 1995 ▪ Demarcation of conservation areas ▪ Policy, guidelines and regulation on social, community and private forestry ▪ Development of overall policy and regulations in collaboration with NEC on use of tsamdros and sokshing lands ▪ Policy, guidelines and regulations on timber resources management ▪ Policy, guidelines and regulations on non-timber resource management ▪ Collection and lifting permits of sand and boulders for rural use by NRDC | |
| <p>Regulatory functions of Gewog Forestry Officials:</p> <ul style="list-style-type: none"> ▪ Custody and care of communal land/forest and prevention of illegal house construction and all other types of encroachments in such community | <p>Regulatory functions of Dzongkhag Administration/Dzongkhag Forestry Officer:</p> <ul style="list-style-type: none"> ▪ Preparation of 5 Yr Plans and Annual Plans ▪ Protection of forests, tsamdros and all types of government and community lands from illegal house and similar constructions, and fires and | | <p>Currently approval, marking of trees and collection of fees by DFO</p> <p>Currently collection</p> |

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| lands as well as on government land and forests | <ul style="list-style-type: none"> Regulation of edible forest products in accordance with the Forest and Nature Conservation Act, 1995 | <ul style="list-style-type: none"> other encroachment Regulation of non-timber forest products Approval of rural timber allocation (DYTC), marking of trees and collection of fees as per the rules and regulations of MoA Approval for prayer flags poles Acquisition of land/buildings (GG+) | | and lifting permits of sand and boulders for rural use by DFO, DGM and MoA |
| Service provision by Gewog Forestry Officials: <ul style="list-style-type: none"> Social forestry (GG+) Community forestry (GG+) Private forestry | Service provision by Dzongkhag Administration/Dzongkhag Forestry Officer: <ul style="list-style-type: none"> Preparation of forest management and conservation plans including extraction, conservation and forest road construction in accordance with the Forest and Nature Conservation Act, 1995 (DYTC & GG+) Promotion, support and implementation of forest management plans (DYTC) Development of marketing strategies for forest resources (GG+) Promotion of non-timber forest products Social Forestry Establishment of nursery, community and private forestry Afforestation Forest Land Management and soil conservation Construction and maintenance of check posts, Range and Beat Offices | Service provision by MoA: <ul style="list-style-type: none"> Bio-diversity management Watershed management (ODE) Preparation of nature conservation plans by National Parks Supply of uniforms, equipment (GG+) Research & development (GG+) | | GG+ recommends preparation of nature conservation plans by dzongkhags(proposal is for long run since Dzongkhags will not have such capacity for a long time) Currently check posts, Range and Beat Offices constructed and maintained by divisional offices |
| Human Resource Development: <ul style="list-style-type: none"> Farmers training (GG+) Training-Others | Human Resource Development: <ul style="list-style-type: none"> Farmers study tour (GG+) Farmers training HRD-Training | Human Resource Development: <ul style="list-style-type: none"> Long term HRD HRD -Training (GG+) Farmers training and study tour (GG+) | | |
| EDUCATION SERVICES | | | | |
| Regulatory functions of GYT: <ul style="list-style-type: none"> Approval for establishment of community and primary schools with Community Learning facilities (GG+) Monitoring & Review | Regulatory functions of DYT: <ul style="list-style-type: none"> Approval and Submission of requests to MoE for establishment, relocation, expansion or up-gradation of educational facilities Recommendation of requests for establishment of private schools and ELS Monitoring & Evaluation | Policy & regulatory functions of Ministry of Education(MoE): <ul style="list-style-type: none"> Overall educational guidelines and policies Technical and administrative approval and technical backstopping of construction of new HSS & MSS Long term national HRD needs assessment and planning with RCSC | | Policy, guidelines and regulations for vocational education and construction of Vocational Training Institutes by MoLHR |

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| | Regulatory functions of Dzongkhag Administration/Dzongkhag Education Officer: <ul style="list-style-type: none"> Preparation of 5 Yr Plans and Annual plans Implementation of National education plans and policies Monitoring & Evaluation of teachers, principals, NFE programs | and MoLHR <ul style="list-style-type: none"> Overall guidelines and regulations for establishment of private schools and early learning institutes Overall regulations for NFE Instructor recruitment Guidelines for special needs education programmes Monitoring, supervision and evaluation over quality of education | |
| Service provision by Gewog Administration/Gup: <ul style="list-style-type: none"> Management of community primary schools by school management committee Construction and maintenance of community primary schools and Community Learning Centres Acquisition of land/buildings (GG+) | Service provision by Dzongkhag Administration/Dzongkhag Human Resource Committee/Dzongkhag Education Officer: <ul style="list-style-type: none"> School wise teacher graduate placement (ODE) Transfers of principals and teachers within the Dzongkhag (ODE) Recruitment, training and transfer of NFE Instructors Recruitment, promotion, disciplinary action and intra-dzongkhag transfer of education staff as per regulation | Service provision by Ministry of Education: <ul style="list-style-type: none"> Approval for relocation and upgradation of schools Approval of establishment of private schools and ELS Dzongkhag wise teacher graduate deployment on requisition from dzongkhags Inter-dzongkhag transfer of principals and teachers in consultation with Dzongkhags Recruitment, promotion, training, disciplinary action and inter-dzongkhag transfer of education staff as per regulation | |
| | Service provision by Dzongkhag Administration/Dzongkhag Education Officer: <ul style="list-style-type: none"> Coordination with Infrastructure Development Services Sector for construction and maintenance of educational infrastructure Initiate and consolidate planning for school development Management of extracurricular programmes in coordination with other relevant sectors Construction of all types of schools (GG+ & ODE) Renovation and maintenance of all schools (GG+ & ODE) Procurement and supply of school stationery and text books (GG+ & ODE) Administration of special needs education | Service provision by MoE: <ul style="list-style-type: none"> Overall guidelines for extracurricular programmes and management of national level extracurricular programmes Procurement and supply of lab equipment and computers (GG+) Technical backstopping for special needs education programmes Construction of tertiary and pilot/model educational infrastructure Acquisition of land/buildings | Management of Chhoe-shey programmes by Dzongkhag Cultural Officer GG+ recommends Youth Centres be constructed by dzongkhags |

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| | <ul style="list-style-type: none"> Facilitate scouting, cultural activities, games and sports Provision of professional support to schools Carry out students placement(CI IX/XI) Acquisition of land/buildings (GG+) | | |
| | Human Resource Development: <ul style="list-style-type: none"> HRD -Training (ODE) Training-Others | Human Resource Development: <ul style="list-style-type: none"> HRD -long term training HRD -Training (GG+) Training-Others | |
| HEALTH SERVICES | | | |
| Regulatory functions of GYT: <ul style="list-style-type: none"> Approval of proposals for new health infrastructure Approval for construction and maintenance of ORCs Approval for construction and maintenance of RWSS | Regulatory functions of DYT: <ul style="list-style-type: none"> Approval and submission of proposals for establishment of Dzongkhag health infrastructure to MoH Approval and submission for construction, expansion, upgradation and maintenance of Dzongkhag hospitals Approval and submission for construction, expansion, upgradation and major renovation of BHUs | Policy & regulatory functions of Ministry of Health(MoH): <ul style="list-style-type: none"> National health security Development of overall policy, guidelines, regulations, standards and quality assurance system Planning, research and development Development of health care financing and expenditure mechanisms that promote sustainability Development of programmes and action plans to achieve national and global health agenda such as the MDGs Development of strategies and programmes to address population health and ageing issues Development of Public Health and IEC programmes Development of programmes and strategies for traditional medicine Infrastructure planning Development of design and standards of hospitals and BHUs | |
| Regulatory functions of Health Assistants: <ul style="list-style-type: none"> Monitoring & review | Regulatory functions of Dzongkhag Medical Officer/Hospital <ul style="list-style-type: none"> Operational research and health information Quality assurance of health services Patient and provide safety measures (ODE) Monitoring & Evaluation through the Health Management Information System | Regulatory functions of National Referral Hospitals: <ul style="list-style-type: none"> Operational research and health information Quality assurance of health services Patient and provider safety measures Monitoring & Evaluation through the | |

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| | | Health and Medicine Information System | |
| | Regulatory functions of Dzongkhag Administration/Dzongkhag Health Officer: <ul style="list-style-type: none"> Preparation of 5 Yr Plans and Annual plans Monitoring & Evaluation Coordination with Infrastructure Development Services Sector for construction and maintenance of educational infrastructure | | |
| Service provision by HAs/ BHUs: <ul style="list-style-type: none"> Basic (primary) diagnostic, curative and rehabilitative services Health promotion and prevention services through the primary health care approach Outreach health services Control and containment of disease outbreaks at local level Promotion of community self care and training of village health workers Monitoring & supervision of safe drinking water Allocation of safe and clean drinking water from water supply schemes(GYTC) Maintenance of ORCs Provides medical services to religious institutions and schools Referral of patients to Dzongkhag hospitals | Service provision by Dzongkhag Administration/District Health Supervisory Officer <ul style="list-style-type: none"> Coordination with Infrastructure Development Services Sector for construction and maintenance of health infrastructure Acquisition of land/buildings (GG+) Recruitment, promotion, disciplinary action and intra-dzongkhag transfer as per regulation Conducting health surveys Promotion-observing global health days | Service provision by Referral Hospitals: <ul style="list-style-type: none"> Diagnostic, curative and rehabilitative services at secondary and tertiary levels Planning and implementation of national information, education and communication activities and health literacy programmes Patient referrals abroad (ODE) Provision of health services for emergencies and disasters Public health lab and forensic services (ODE) Telemedicine and IT | |
| Service provision by Gewog Administration/Gup: <ul style="list-style-type: none"> Maintenance of BHUs (GYTC & GG+) Construction and maintenance of RWSS (GYTC & GG+) Construction and maintenance of ORCs (GYTC&GG+) Enforcement and regulation of sanitation standards (GYTC) in collaboration with other relevant sectors | Service provision by Dzongkhag Hospitals/District Medical Officer: <ul style="list-style-type: none"> Diagnostic, curative and rehabilitative services at primary and secondary levels Implementation of public health services (HIV, TB, EPI, mental health, reproductive health, etc) programmes towards disease control Planning and implementation of information, education and communication activities (ODE) and health literacy programmes Referral of patients to Referral Hospitals | Service provision by MoH:- <ul style="list-style-type: none"> Development of new health technologies Construction, expansion and maintenance of regional referral hospitals Maintenance of equipment Establishment of regional health equipment repair and maintenance unit (ODE) Technical backstopping for major | |

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| <ul style="list-style-type: none"> Conservation/protection of spring and water source (GYTC) in collaboration with other relevant sectors Acquisition of land/buildings (GG+) | <ul style="list-style-type: none"> HIV/AIDS and STI prevention, support and treatment services (ODE) Provision of adequate emergency services (ODE) General laboratory diagnostic facilities Provision of forensic and blood bank services (ODE) Disposal of expired drugs and unserviceable medical equipment (ODE) Maintenance of equipment Preventive maintenance of health infrastructure Telemedicine and IT Provides technical/clinical advises to BHU's staff Containment of disease outbreaks at Dzongkhag level | <p>Dzongkhag health infrastructure projects</p> <ul style="list-style-type: none"> National awareness campaigns Planning, procurement and supply of hospital equipments, medicines, vaccines and other cold chain logistics Establishment of regulations and standards for disposal of expired drugs and unserviceable medical equipment Acquisition of land/buildings Recruitment, training, promotion, disciplinary action and inter-dzongkhag transfer as per regulation | |
| <p>Human Resource Development:</p> <ul style="list-style-type: none"> Training-Others (Village Health Workers training, religion and health, water and sanitation, etc) | <p>Human Resource Development:</p> <ul style="list-style-type: none"> HRD- Training (ODE) in line with Health Sector HRD Master Plan On the Job training and attachment courses (ODE) Continuing medical education | <p>Human Resource Development:</p> <ul style="list-style-type: none"> Long term HRD HRD- Training (ODE) in and ex-country On the Job training and attachment courses (ODE) Continuing medical education | <p>Ex-country HRD-Trainings are implemented by centre to ensure coordination and availability of adequate staff for the uninterrupted provision of health services</p> |
| ECONOMIC AFFAIRS SERVICES | | | |
| <p>Regulatory functions of GYT:</p> <ul style="list-style-type: none"> Monitoring of establishment and operation of mines and quarries and submission of public grievances on such activity to DYT Approval of trekking routes and camps for tourists Enforcement of bans (plastic bags, tobacco) issued by National Assembly or GYT as per law | <p>Regulatory functions of DYT:</p> <ul style="list-style-type: none"> Approval for the establishment of quarries and mines by DYT in accordance with Mines and Minerals Management Act 1995 (DYTC) Review of public grievance reports on establishment and operation of mines and quarries and submission to centre, if necessary Selection of trekking routes and camps for tourists (DYTC) Regulation of commercial sale of distillery products, drugs and other substances (DYTC) Protection of consumers from unfair prices and counterfeit products as provided by law (DYTC) Regulation of commercial advertisement (DYTC) Enforcement of bans (plastic bags, tobacco) | <p>Policy & Regulatory functions of Ministry of Economic Affairs(MEA):</p> <ul style="list-style-type: none"> Overall policy, guidelines and regulations pertaining to trade, industry, energy, tourism and mining. Research and Development Monitoring & Evaluation Regulations for the enforcement of bans issued by National Assembly Regulation of quality standards of consumer products Promotion of consumer protection groups Specification of commercial activities for decentralized licensing | |

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| | <ul style="list-style-type: none"> issued by National Assembly or DYT as per law Approval of rural electrification schemes on the basis of equitable area balance and distribution and in accordance with Electricity Act, 2001 (DYTC) | <ul style="list-style-type: none"> Publication and annual revision of positive list of activities that do not require environmental clearance in coordination with NEC (ODE) Capacity building | |
| Regulatory functions of Gewog Administration/Gup: <ul style="list-style-type: none"> Promotion of cooperatives and community initiated and managed activities in the Gewog (GYTC) in accordance with the Cooperatives Act 2001 Recommend establishment of local handicraft enterprises within the Gewog (GYTC) | Regulatory functions of Dzongkhag Administration/Dzongkhag Economic Officer: <ul style="list-style-type: none"> Preparation of 5 Yr Plans and Annual Plans M&E of RE programmes and projects (ODE) | | |
| Service provision by Gewog Administration/Gup: <ul style="list-style-type: none"> Promote establishment of cottage and small scale industries (GG+) Promotion and management of community tourism Maintenance of off-grid energy services Acquisition of land/building (GG+) | Service provision by Dzongkhag Administration/Dzongkhag Economic Officer: <ul style="list-style-type: none"> Issue of licenses for establishment of cottage and small industries as per rules and regulations (DYTC) Promotion and development of cottage, small and medium scale industries and traditional handicrafts to supplement farming income (DYTC) Promotion of cooperatives that foster economic growth and contribute to employment and welfare (DYTC) Development of tourism Maintenance of off-grid energy services Energy-related awareness and advocacy (ODE) Formulation of programmes and project proposals for small grants assistance (ODE) Recommendation of credit programmes to centre (DYTC) and facilitation of local clearances (ODE) Formulation of five year Rural Electrification (RE) plans based on RE Master Plan (ODE) Facilitation of rural electrification schemes (DYTC & ODE) Acquisition of land/building (GG+) | Service provision by MEA: <ul style="list-style-type: none"> Development of medium and large scale industries Establishment of quarries and mines in accordance with Mines and Mineral Management Act, 1995 (ODE) by NRDC Overall tourism development Construction and management of micro/mini hydroelectric plants by BPC Installation, commission, and operation of off-grid energy services such as solar home systems, wind power systems, etc (ODE) Acquisition of land/building Issue of licenses for establishment of medium and large industries | |
| Human Resource Development: <ul style="list-style-type: none"> Training – Others | Human Resource Development: <ul style="list-style-type: none"> HRD- Training (ODE) Training - Others | Human Resource Development: <ul style="list-style-type: none"> Long term HRD HRD- Training | |

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| | | ▪ Training - Others | |
| INFRASTRUCTURE DEVELOPMENT SERVICES¹ | | | |
| WORKS and URBAN HOUSING SERVICES | | | |
| Regulatory functions of GYT: <ul style="list-style-type: none"> Regulation of standard of architectural design of houses, within the broad framework of set national codes (GYTC) | Regulatory functions of Dzongkhag Administration/Dzongkhag Engineer: <ul style="list-style-type: none"> Preparation of 5 Yr Plans and Annual Plans Approval of building drawings (ODE) Approval of minor changes in Urban Structural Plan wherever feasible and applicable by Dzongdag Notice inviting tender & tender formalities for all construction activities Technical evaluation of bids, review and approve preparation of tendering procedures and tender documents Estimation and then Issuance of technical sanction up to 20 million for all developmental works in Dzongkhag & Gewogs by Dzongkhag administration Coordinate and liaise with sectors, ministries/agencies for design and drawings Determination of design, construction methods and building materials for forms, which do not have to follow standard designs, in conformity with acceptable technical and structural norms (DYTC) up to three stories Monitor land encroachment Supervision, monitoring of all construction activities (Gewogs/Dzongkhags) including central activities Maintain quality control and workmanship | Policy & Regulatory functions of MoWHS: <ul style="list-style-type: none"> Specification of general design, technical guidelines and quality standards | |
| Service provision by Gewog Administration/Gup: <ul style="list-style-type: none"> Identification, Construction and maintenance of Gup's office (G+) Identification, Construction and maintenance of farm roads and power tiller tracks Identification, Construction of | Service provision by Dzongkhag Administration/Dzongkhag Engineer: <ul style="list-style-type: none"> Construction of Community Information Centres Construction of RNR Centres (GG+) Construction of donor-funded irrigation canals (GG+) Construction of donor-funded germ houses, veterinary labs and hospital | Service provision by MoWHS: <ul style="list-style-type: none"> Construction of new township (water supply, internal road, street lights etc.) (GG+) Construction of pilot/model educational infrastructure Construction of tertiary education infrastructure | Preparation of urban development plan and construction and maintenance of urban infrastructure in accordance with the Municipal Act |

¹ The responsibilities reflected under Infrastructure Development Services are a repetition of what has been listed under individual sector responsibilities. It may be deleted if required. However, it serves the purpose of presenting a consolidated picture of all infrastructure related responsibilities.

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| <ul style="list-style-type: none"> agricultural extension centre (GG+) Maintenance of RNR centres (GYTC) Identification, Construction and maintenance of footpaths, mule tracks, cantilever bridges (GYTC & GG+) Identification, Construction and maintenance of suspension bridges Maintenance of BHUs (GYTC & GG+) Identification, Construction and maintenance of RWSS (GYTC & GG+) Identification, Construction and maintenance of ORCs (GYTC&GG+) Identification, Construction and maintenance of irrigation canals (GYTC & GG+) Identification and maintenance of community primary schools(GG+) Identification and maintenance of Community Learning Centres (GG+) Construction of livestock extension centre (GG+) | <ul style="list-style-type: none"> Maintenance and major renovation of higher and middle secondary schools and other educational infrastructure (GG+ & ODE) Construction of Dzongkhag hospitals Construction and major renovation of BHUs Identification, prioritization and maintenance of Feeder roads Identification and prioritization of suspension bridges Surveying, design and drawings Provide technical backstopping & guidelines to all sectors in the Dzongkhag and Gewogs activities(including unplanned & adhoc activities) Manage, supervise and analyse preliminary investigation, survey and cost estimation of Dzongkhag engineering services (DES)projects Make responses to audit and ACC regarding infrastructure constructions Issuance of approval order for rural house construction upto(ground+2 floors) levels after approval of Dzongdag and monitoring Checking, passing and forwarding of bills | <ul style="list-style-type: none"> Construction and maintenance of national highways, district roads and bridges (GG+) Construction of Feeder roads | <p>1999 (DYTC) by Thromde (ODE)</p> <p>Construction of donor-funded germ houses, veterinary labs and hospital currently implemented by centre</p> <p>Currently construction of Youth Centres by Thromdes (GG+ recommends dzongkhags undertake construction</p> |
| | Human Resource Development: <ul style="list-style-type: none"> HRD- Training (ODE) Training - Others | Human Resource Development: <ul style="list-style-type: none"> Long term HRD HRD- Training Training - Others | |
| ROADS SERVICES | | | |
| | Dzongkhag Administration/Dzongkhag Engineer/Dzongkhag Implementation Committee <ul style="list-style-type: none"> Demarcation of Right of Way(RoW) of National Highways, District Roads and Feeder Roads as per the Road Act; Verification of land and structures falling with the RoW of National Highways, District Roads and Feeder Roads; Valuation of land and structures falling with the RoW of National Highways, District Roads and Feeder Roads; Process for payment of compensation/acquisition of lands and structures | Department of Roads(DoR)/MoWHS, <ul style="list-style-type: none"> To receive, hear and adjudicate appeals against the decision of the implementation committee To issue directives and support/guide the implementation committee | |

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| | <p>falling within the RoW of National Highways, District Roads and Feeder Roads. The Dzongkhag Implementation Committee will submit the details of payment to the Central Committee for further processing with the Ministry of Finance;</p> <ul style="list-style-type: none"> Registration of lands falling within the RoW of National Highways, District Roads and Feeder Roads in the name of the Department of Roads Supervision and Monitoring of the demolition of structures falling within the RoW of National Highways, District Roads and Feeder Roads. | | |
| CENSUS AND CIVIL REGISTRATION SERVICES | | | |
| Regulatory functions of Gewog Administration/Gup <ul style="list-style-type: none"> Verification of all census related issues by the Gup and tshogpas Gewog authority assist the census and registration staff in carrying out birth and death updation Maintain citizens record in the Gewog | Regulatory functions of Dzongkhag Administration/Dzongkhag Census Officer <ul style="list-style-type: none"> Preparation of 5 Yr Plans and Annual Plans Forward census verification report of the Gewog authority along with the Dzongkhag views and recommendation to the Department Conduct annual birth and death updation and forward to the Department for updation in the National Census record Verification of people with special permit and naturalization cases | Policy& Regulatory functions by MoHCA/ Department of Census <ul style="list-style-type: none"> Update census records based on the verification report Updation of Birth and Death based on the Dzongkhag report Effect census transfers in national census record Conduct National census Formulate and issue regulation and policy guidelines pertaining to census and civil registration | |
| Service provision by Gewog Administration/Gup <ul style="list-style-type: none"> Gewog authority initiate census transfer Assist distribution and updation of Citizenship Identity card (CID) records Verification and forwarding of CID application to Dzongkhag Assignment of Gung Tho | Service provision by Dzongkhag Administration/Dzongkhag Census Officer <ul style="list-style-type: none"> Distribution of CID cards to the public with the help of Gewog authority Reconfirm census transfer formalities forwarded by the Gup and forward to the Department Assess and provide feedback on census and citizenship matter | Service Provision by MoHCA/Department of Census <ul style="list-style-type: none"> Printing and issuance of CID and other census documents Verification of security clearance Provide CID services sought by other agencies/sectors | |
| | Human Resource Development: <ul style="list-style-type: none"> HRD- Training (ODE) Training - Others | Human Resource Development: <ul style="list-style-type: none"> Long term HRD HRD- Training | |

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| | | <ul style="list-style-type: none">▪ Training - Others | |
| IMMIGRATION SERVICES | | | |
| Regulatory functions of Gewog administration/Gup <ul style="list-style-type: none">▪ Detection and reporting of illegal immigrants to Dzongkhag▪ Verification and forwarding of immigration related affairs to the Dzongkhag | Regulatory functions of Dzongkhag Administration/Regional Immigration Office <ul style="list-style-type: none">▪ Preparation of 5 Yr Plans and Annual plans▪ Detection and reporting of illegal immigrants | Policy & Regulatory functions by MoHCA/Department of Immigration <ul style="list-style-type: none">▪ Inspection and monitoring of illegal immigrants▪ Vigilance and inspection at all entry check points▪ Formulate and issue policy guidelines and documents related to immigration | |
| | Service provision by Dzongkhag Administration/Regional Immigration Office <ul style="list-style-type: none">▪ Verification and forwarding of immigration related documents to Department | Service provision by MoHCA/Department of Immigration <ul style="list-style-type: none">▪ Issue and extension of entry permits, work permits, marriage certificate cards, dependent cards, special route permits and visa▪ Processing of naturalization cases | |
| DISASTER MANAGEMENT(DM) SERVICES | | | |
| Regulatory functions of Gewog Disaster Management Committee: <p>The Gup and Mangmis are members of the Gewog Disaster Management Committee. Their responsibilities would include:</p> <ul style="list-style-type: none">▪ Preparation of the Gewog DM plan▪ Assignment of responsibilities to the sectors.▪ Coordinating and monitoring implementation of the Gewog Disaster Management Plan▪ Ensuring provision of funds for mitigation and preparedness measures.▪ Reviewing and monitoring measures taken for mitigation, preparedness. | Regulatory functions of Dzongkhag Disaster Management Committee: <p>At the Dzongkhag level the representative of the DYT would be the member of the Dzongkhag DM Committee. Their functions includes:</p> <ul style="list-style-type: none">▪ Formulating the Dzongkhag Disaster Management Plan.▪ Coordinating and monitoring implementation of the National policy, National Plan and the Dzongkhag Disaster Management Plan;▪ Ensuring provision of funds for mitigation and preparedness measures;▪ Reviewing and monitoring measures taken for mitigation, preparedness, response and capacity building of each sector and issues guidelines as | Policy & Regulatory functions of Disaster Management Division, MoHCA: <ul style="list-style-type: none">▪ Overall policy, guidelines and regulations.▪ Coordinate with concerned sectors and agencies for disaster mitigation, preparedness, response and rehabilitation activities;▪ Assist in the formulation of disaster management plans at all levels▪ Coordinate and facilitate implementation of the National disaster management plan and disaster management plans at all | |

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| <p>response and capacity building of each sector and issues guidelines as may be necessary;</p> <ul style="list-style-type: none"> ▪ Evaluating and monitoring preparedness, response and capacity requirements in the Gewogs and give directions for enhancing disaster management; ▪ Reporting on the progress and implementation of their disaster management plan to the dzongkhag disaster management committees; ▪ Promote general education, awareness and community training on various hazard risks, vulnerabilities, the gewog disaster management plan and measures to be taken by the community to prevent, mitigate and respond to disasters; ▪ Review and update the gewog disaster management plans and guidelines annually; ▪ Ensure the set up and efficient functioning of communication systems and conduct of regular mock drills; ▪ Coordinate response in the event of any threatening disaster situation or disaster. | <p>may be necessary;</p> <ul style="list-style-type: none"> ▪ Evaluating and monitoring preparedness, response and capacity requirements in the Gewogs and give directions for enhancing disaster management; ▪ Reporting on the implementation and progress of their disaster management plans to the NCDM; ▪ Promoting general education, awareness and community training on various hazard risks, vulnerabilities, the Dzongkhag Disaster management plan and measures to be taken by the community to prevent, mitigate and respond to disasters; ▪ Ensure the set up and functioning of a Dzongkhag Emergency Operation Centre (DEOC) to maintain continuous contact with the NCDM and to disseminate information to Dungkhags, Gewogs and Thromdes; ▪ Reviewing and updating the dzongkhag disaster management plans and guidelines annually; ▪ Ensure the set up and efficient functioning of communication systems and conduct of regular mock drills. ▪ Coordinating response in the event of any threatening disaster situation or disaster Preparation of the Gewog DM plan ▪ Assignment of responsibilities to the sectors. | <p>levels;</p> <ul style="list-style-type: none"> ▪ Create public awareness and preparedness on disasters; ▪ Facilitate institutionalization of disaster management authorities at all levels; ▪ Work towards strengthening capacities of local disaster management authorities and communities in disaster management; ▪ Assist in the maintenance, management and raising of budget and funds earmarked for disaster management; ▪ Ensure set up and functioning of the National Emergency Operation Centre; ▪ Coordinate development of national disaster management database; ▪ Ensure information and communication flow between the NCDM, sectors, agencies and local disaster management authorities; ▪ Work towards the mainstreaming of disaster risk reduction concerns into development plans and activities; ▪ Forge linkages with regional and international agencies to further strengthen disaster management capacities. | |
| <p>Regulatory functions of Gewog Administration/Gup:</p> <ul style="list-style-type: none"> ▪ The Gup would be the Chair of the Gewog DM Committee and would have the same functions as outlined above. | <p>Regulatory functions of Dzongkhag Administration/Dzongdag:</p> <ul style="list-style-type: none"> ▪ The Dzongdag is the Chair of the Dzongkhag DM Committee and also the incident manager during a disaster situation and his functions are same as outlined above. | | |

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| Human Resource Development: Capacity building in community based disaster management | Human Resource Development: <ul style="list-style-type: none"> Capacity building of the disaster management teams. Capacity building in community based disaster management. | Human Resource Development: <ul style="list-style-type: none"> Capacity building at all levels in disaster management. Capacity building in establishment and maintenance of the Emergency Operation Centres. | |
| LAND SERVICES | | | |
| Regulatory functions of Gewog Administration/gup <ul style="list-style-type: none"> Monitor land ceiling, encroachment on government land, land conversion, Tsatong and collection of fees and taxes with support of the Dzongkhags | Regulatory functions of Dzongkhag Administration/Dzongkhag Land Record Officer <ul style="list-style-type: none"> Preparation of 5 Yr Plans and Annual plans Monitor land ceiling, encroachment on government land, land conversion, Tsatong and collection of fees and taxes in coordination with Gewogs Scrutinize land transaction documents received from Gewogs/Yenlag Throms to ensure that the documentations of transaction are within the provisions of the Land Act, 2007. Record and change of Tharms as per NLCS approval | Policy & Regulatory functions by National Land Commission(NLC) <ul style="list-style-type: none"> Exercise the jurisdiction/powers and discharge functions conferred/imposed by the Land Act fragmentation survey for property division Monitor land ceiling Change land category registration as per MoAs approval Maintain chagshag sathram and review as per owners desire within the Land Act 2007 Acquire private land for government service providers where necessary Review approved satshab for land acquired by government | <ul style="list-style-type: none"> Identification of households deserving resettlement kidu by Gyalpoi Zimpon's office Valuation of land by MoF (ODE)-proposed in the Land Rules & Regulations,2007 chagshag at the centre- national land records for reference |
| Service provision by Gewog Administration/Gup <ul style="list-style-type: none"> Record keeping of Land transactions and ownerships Identification of land for infrastructure development Link between registered land owner and land requisition Identification of land for Satshab <ul style="list-style-type: none"> Notify family members before family lands are transacted | Service provision by Dzongkhag Administration/Dzongkhag Land Record Officer <ul style="list-style-type: none"> Record keeping of Land transactions & land ownership (ODE) Issue of land ownership certificate Resolution of land disputes Review & submission of Satshab applications as per Land Act Certifying land holding for agricultural loans from BDFC Review and submission to centre for approval Carry out fragmentation surveys Provide access to land information pertaining to the Dzongkhag/Thromde Thrams and cadastral maps. | Service provision by National Land Commission(NLC) <ul style="list-style-type: none"> Land lease approval Carry out nationwide cadastral survey Carry out Topographic surveying Carry out Geodetic surveying Production of Maps | <p>Geodetic-relating to the precise measurement of the Earth's surface or of points on its surface</p> <p>Topographic-the study and mapping of the</p> |

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| | <ul style="list-style-type: none"> ▪ Coordination of land replacement, compensation, and land registration of government departments ▪ Endorsement of land transaction ▪ Verification of land records for land acquisition ▪ Verifying land record for rural timber subsidy, & land ownership for mortgage/loan ▪ Verification of kidu land including resettlement /conversion of land/registration of <i>Chhimsa</i>/ site for rural construction | | features on the surface of land, including natural features such as mountains and rivers and constructed features such as highways and railroads |
| | Human Resource Development: <ul style="list-style-type: none"> ▪ HRD- Training (ODE) ▪ Training – Others | Human Resource Development: <ul style="list-style-type: none"> ▪ Long term HRD ▪ HRD- Training ▪ Training – Others | |
| ELECTION SERVICES | | | |
| Roles and responsibilities of <i>Midhey Gothrips</i> <ul style="list-style-type: none"> ▪ Facilitate the Dzongkhag Administration and Returning Officer in the conduct of free and fair elections ▪ Remain apolitical ▪ Inform the public on election code of conduct, election schedule and election notifications ▪ Assist the Election Officers in arrangement of food and lodge | Roles and functions by Dzongkhag Administration/Dzongkhag Election Officer <ul style="list-style-type: none"> ▪ Facilitate the Commission in conducting free and fair elections ▪ Ensure law and order ▪ Assist the Commission in the preparation, revision and updating of Electoral Rolls ▪ Assist the National Observers, Returning Officers and Assistant Returning Officers in carrying out their election duties ▪ Distribution of Voter Photo Identity Cards(VPIC) ▪ Identify and set up Polling Stations ▪ Voter Education and Training | Policy & Regulatory functions of the Election Commission of Bhutan(ECB) <p>Mandate</p> <ul style="list-style-type: none"> ▪ Superintendence, direction and control of the preparation of Electoral Rolls ▪ Conduct of all elections to Parliament and Local Government as well as of holding of National Referendums in a free and fair manner ▪ Register political parties ▪ Promote public awareness on electoral matters ▪ Make rules for carrying out the purposes of the Election Act <p>Authority</p> <ul style="list-style-type: none"> ▪ Full authority over all aspects of its financial and personnel management ▪ Appointment of National Observers, Returning Officers and Assistant Returning Officers ▪ Power to requisition services and staff of the Government and deploy security personnel | The roles and responsibilities are in accordance to Draft Constitution, Election Bill, National Referendum Bill, Public Election Fund Bill, The LG Act, and specific functions and responsibilities in other rules & regulations, guidelines and handbooks |

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| | | Service Provision by ECB <ul style="list-style-type: none"> ▪ Preparation of Electoral Rolls ▪ Production of Voter Photo Identity Cards(VPIC) ▪ Voter Education and Training ▪ Electoral Officers Education and Training | |
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Acronyms:

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| AH | : Animal Husbandry | MoE | : Ministry of Education |
| BDFC | : Bhutan Development Finance Corporation Ltd. | MoWHS | : Ministry of Works and Human Settlement |
| DEO | : Dzongkhag Education Officer | M&E | : Monitoring and Evaluation |
| DFO | : Divisional Forestry Officer | MoF | : Ministry of Finance |
| DoA | : Department of Agriculture | MoH | : Ministry of Health |
| DoL | : Department of Livestock | NFE | : Non Formal Education |
| DGM | : Department of Geology and Mines | NHDC | : National Housing Development Corporation |
| DMO | : Dzongkhag Medical Officer | NLC | : National Land Commission |
| DUDES | : Department of Urban Development and Engineering Services | NRDC | : Natural Resource Development Commission |
| DYTC | : Dzongkhag Yargay Tshogdu Chathrim 2002 and DYT Chathrim Implementation Manual 2004 | ODE | : Organizational Development Exercise |
| FRR | : Financial Rules and Regulations, 2001 | RBP | : Royal Bhutan Police |
| GYTC | : Gewog Yargay Tshogchhung Chathrim 2002 and GYT Chathrim Implementation Manual 2004 | RCSC | : Royal Civil Service Commission |
| GG+ | : Good Governance Plus Report 2005 | RE | : Rural Electrification |
| HRD | : Human Resource Development | RNR | : Renewable Natural Resources |
| MEA | : Ministry of Economic Affairs | RSTA | : Road Safety and Transport Authority |
| MoA | : Ministry of Agriculture | RTIO | : Regional Trade and Industry Offices |
| MoHCA | : Ministry of Home and Cultural Affairs | | |

Annex I: Methodology

The study on the division of roles and responsibilities between the centre and local governments included the formation of a Task Force; verification of the existing assignment of functional and financial responsibilities to local governments; and a consultation workshop.

Formation of Task Force

A Task Force, consisting of representatives from ministries and agencies involved in decentralization process, was formed to review the current situation and recommend strategies to further decentralization initiatives in order to streamline the functions of the central agencies vis-à-vis the local governments. The Ministry of Agriculture, Ministry of Home and Cultural Affairs, Ministry of Finance, Ministry of Works and Human Settlement, Ministry of Economic Affairs, Ministry of Education, Ministry of Health, Royal Civil Service Commission, National Environment Commission, Gross National Happiness Commission, and a few Dzongkhag Planning Officers were represented in the Task Force (see Annex II: Task Force Members).

Verification of the existing assignment of responsibilities to local governments

A study team, under the guidance of the Local Development Division, GNH Commission conducted a field trip to Trongsa, Tsirang and Wangduephodrang Dzongkhags to verify the existing assignment of functional and financial responsibilities to local governments. Discussions were held with the Dzongdas and officials of key sectors in the Dzongkhag administration. The field trip was limited to these three nearby Dzongkhags and excluded the Gewogs due to the time constraint and the ongoing preparations for the National Council elections.

Bilateral discussions with key central agencies were also held on the decentralization of regulatory/administrative and financial responsibilities to local governments; decentralization of infrastructure and capacity development; decentralization of HRD to local governments; and the main challenges for effective decentralization.

Consultation Workshop

The results of the study were reviewed through a consultation workshop on 30 November 2007 (see Annex III: Consultation Workshop Participants). Thereafter, further bilateral discussions were held with Task Force members and other officials of central agencies to incorporate comments and streamline the assignment of responsibilities to local governments (see Annex III: List of Other Stakeholders Consulted).

Annex II: Task Force Members

1. Bholanath Bhattarai, Dzongkhag Planning Officer, Zhemgang Dzongkhag
2. Dechen Zam, Deputy Chief Planning Officer, Policy and Planning Division, MoE
3. Jayendra Sharma, Planning Officer, Policy and Planning Division, MoH
4. Karchung Tshering, Deputy Secretary, Policy and Planning Division, MoHCA
5. Melam Zangpo, Dzongkhag Planning Officer, Paro Dzongkhag
6. Pema Ngawang, Planning Officer, Policy and Planning Division, MoF
7. Pema Tenzin, Dzongkhag Planning Officer, Tsirang Dzongkhag
8. Pema Wangyal, Planning Officer, Policy and Planning Division, MoF
9. Phub Rinzin, Executive Engineer, DUDES, MoWHS
10. Phuntsho Tashi, Assistant Planning Officer, RCSC
11. Sahadev Thapa, Senior Dzongkhag Planning Officer, Wangduephodrang Dzongkhag
12. Sangay Tenzin, Deputy Chief Planning Officer, Policy and Planning Division, MoWHS
13. Sherub Gyaltshen, Dzongkhag Planning Officer, Lhuentse Dzongkhag
14. Sonam Lhundrup, Senior Legal Officer, Policy and Planning Division, MoA
15. Sonam Tobgyel, Senior Administrative Officer, Department of Public Accounts, MoF
16. Tsehwang Dorji, Accounts Officer, Samtse Dzongkhag
17. Tsheltrim Dorji, Dzongkhag Planning Officer, Sarpang Dzongkhag
18. Yeshey Seldon, Officiating Chief Planning Officer, MEA

Annex III: Consultative Workshop Participants

1. Bholanath Bhattarai, Dzongkhag Planning Officer, Zhemgang Dzongkhag
2. Dechen Zam, Deputy Chief Planning Officer, Policy and Planning Division, MoE
3. Jambay Wangchuk, Chief Planning Officer, Policy and Planning Division, MoE
4. Jayendra Sharma, Planning Officer, Policy and Planning Division, MoH
5. Karchung Tshering, Deputy Secretary, Policy and Planning Division, MoHCA
6. Karma Hamu, Chief Planning Officer, Local Development Division, Planning Commission
7. Melam Zangpo, Dzongkhag Planning Officer, Paro Dzongkhag
8. Pema Ngawang, Planning Officer, Policy and Planning Division, MoF
9. Pema Tenzin, Dzongkhag Planning Officer, Tsirang Dzongkhag
10. Pema Wangyal, Planning Officer, Policy and Planning Division, MoF
11. Dorji, Dzongkhag Planning Officer, Dagana Dzongkhag
12. Phub Rinzin, Executive Engineer, DUDES, MoWHS
13. Phuntsho Tashi, Assistant Planning Officer, RCSC
14. Sahadev Thapa, Senior Dzongkhag Planning Officer, Wangduephodrang Dzongkhag
15. Sangay Tenzin, Deputy Chief Planning Officer, Policy and Planning Division, MoWHS
16. Sangay Wangmo, Planning Officer, Policy and Planning Division, MoH
17. Sherub Gyaltshen, Dzongkhag Planning Officer, Lhuentse Dzongkhag
18. Sonam Lhundrup, Senior Legal Officer, Policy and Planning Division, MoA
19. Sonam Tenzing, Excel Consulting
20. Sonam Tobgyel, Senior Accounts Officer, Department of Public Accounts, MoF
21. Sonam Yarphel, Assistant Planning Officer, Local Development Division, Planning Commission
22. Tashi, Programme Assistant, Local Development Division, Planning Commission
23. Tshewang Dorji, Accounts Officer, Samtse Dzongkhag
24. Tsheltrim Dorji, Dzongkhag Planning Officer, Sarpang Dzongkhag
25. Tshewang Gyelpo, Chief Cultural Property Officer, Department of Culture, MoHCA
26. Yeshey Seldon, Officiating Chief Planning Officer, MEA
27. Yeshi Dorji, Survey Engineer, National Land Commission

Annex IV: List of Other Stakeholders Consulted

1. Dasho (Dr.) Gado Tshering, Secretary, MoH
2. Mr. Phuntsho Wangdi, Director, DUDES, MoWHS
3. Mr. Rinchen Dorji, Director, Department of Roads, MoWHS
4. Dasho Lhendup R. Wangchuk, Tsirang Dzongda
5. Dasho Kinzang Wangdi, Wangduephodrang Dzongda
6. Dasho Lungten Dorji, Trongsa Dzongda
7. Dorji Tshering, Director, Department of Culture, MoHCA
8. Karchung Tshering, Head, PPD, MoHCA
9. Nado Drukpa, Dy. Secretary, Administration and Finance Division, MoH
10. Chandrashekar, Department of Public Accounts, MoF
11. Dechenmo, Trongsa Dzongkhag Health Officer
12. Dorji Gyaltsen, Trongsa Dzongkhag Livestock Officer
13. Dorji Wangchuk, Director General, MoH
14. Gyembo Tenzin, Engineer, DoR, Trongsa Dzongkhag
15. H.P.Adhikari, Wangduephodrang Dzongkhag Agriculture Officer
16. James Lingden, Executive Engineer, Tsirang Dzongkhag
17. Karchung, Tsirang Dzongkhag Livestock Officer
18. Karma Wangdi, Wangduephodrang Dzongkhag Finance Officer
19. Karma Dorji, Assistant Livestock Officer, Tsirang Dzongkhag
20. Karma Sonam Chophel, Trongsa Dzongkhag Education Officer
21. Nawang Chogyel, Trongsa Dzongkhag Agriculture Officer
22. Nidup Penjore, Policy and Planning Division, MoA
23. Passang Dorji, Planning Officer, Trongsa
24. Sither Dorji, Planning Officer, Policy and Planning Division, MoIC
25. Sangay Khandu, Dzongkhag Environment Officer, Trongsa
26. Sherub Tenzin, Wangduephodrang Dzongkhag Livestock Officer
27. Sonam Phuntsho, Dzongkhag Forestry Officer, Trongsa
28. Tashi Tobgyel, Chief Forestry Officer, Tsirang Division
29. Ugyen Tenzin, Chief Programme Officer, National Environment Commission
30. Yeshe Dorji, Survey Engineer, National Land Commission
31. Yonten Norbu, Forestry Officer, Tsirang Division