



## **PERFORMANCE AGREEMENT**

**BETWEEN**

**Director General and Chief of Regulatory and Quarantine Division**

**BHUTAN AGRICULTURE & FOOD REGULATORY AUTHORITY**

**MINISTRY OF AGRICULTURE AND FORESTS**

**(July 1, 2019 – June 30, 2020)**

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## **Preamble**

The Performance Agreement is entered into between the Director General and Chief of Regulatory and Quarantine Division, Bhutan Agriculture & Food Regulatory Authority, MoAF.

The objectives of this Performance Agreement are:

a) To establish clarity and consensus about annual priorities for the Bhutan Agriculture & Food Regulatory Authority consistent with the 12<sup>th</sup> 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 Bhutan Agriculture & Food Regulatory Authority 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**

To safeguard national biosecurity and ensure safe food for all

### **Mission**

To safeguard the health and lives of plants, animals, humans and environment from exotic pests and diseases and ensure safe food for the consumers through science-based approaches.

### **Objectives**

- 1) Strengthen Plant and Animal Biosecurity and Biosafety
- 2) Enhance Food Safety and Quality
- 3) Achieve Organic Flagship Program Objective
- 4) Achieve CSI Flagship Program Objective

## Section 2: Objectives, Success Indicators & Target

Objective	Weight	Action	Success Indicator	Unit	Weight	Excellent [100%]	Very Good [90%]	Good [80%]	Fair [70%]	Poor [60%]
Strengthen Plant and Animal Biosecurity and Biosafety	32	National Biosecurity Index	Number of officials trained on Risk assessment for import of food of animal origin is conducted	Number	4	20	15	10	5	0
			Exotic animal diseases and invasive species prevented	Percent	5	>90	>80	>70	>60	>50
			Notifiable Animal diseases contained	Percent	5	100	90	80	70	60
			Exotic plant pests, diseases and invasive alien species prevented	Percent	5	>80	>70	>60	>50	below 50%
			Notifiable plant pest and diseases contained	Percent	5	100	90	80	70	60
			GMOs/LMOs entry prevented	Percent	4	>80	>70	>60	>50	>40
			Unauthorized /Invasive GMOs/LMOs incidents containment	Percent	4	100	90	80	70	60
Enhance Food Safety and Quality	33	National Food Safety Index	Domestic Food establishment licensed based on GHP/GMP Criteria	Number	4	10	9	8	7	6
			Foodborne diseases and safety incidences managed	Percent	5	100	90	80	70	60

			effectively							
			The framework/modalities for Food Import Control Database System is in place.	Percent	5	100	90	80	70	60
Achieve Organic Flagship Program Objective	20	Monitor and report flagship program	Progress as per signed Organic Flagship Performance Agreement	Percent	20	100	90	80	70	60
Achieve CSI Flagship Program Objective	15	Monitor and report flagship program	Progress as per signed CSI Flagship Performance Agreement	Percent	15	100	90	80	70	60

### Section 3: Trend values of success indicators

Objective	Action	Success Indicator1	Unit	Actual Values [FY 2018-19]	Actual Values [FY 2019-20]	Target Values [FY 2020-21]	Projected Values [FY 2021-22]	Projected Values [FY 2022-23]
Achieve Flagship Program Objective	CSI Monitor and report flagship program	Progress as per signed CSI Flagship Performance Agreement	Percent	-	100	100	100	100
Achieve Organic Flagship Program Objective	Monitor and report flagship program	Progress as per signed Organic Flagship Performance Agreement	Percent	-	100	100	100	100
Enhance Food Safety and Quality	Food and National Food Safety Index	Domestic Food establishment licensed based on GHP/GMP Criteria	Number	20	30	40	60	90
		Foodborne diseases and safety incidences managed effectively	Percent	100	100	100	100	100
		The framework/modalities for Food Import Control Database System is in place.	Percent	-	100	-	-	-
Strengthen Plant and Animal Biosecurity	National Biosecurity Index	Exotic animal diseases and invasive species prevented	Percent	>90	>90	>90	>90	>90

Biosafety	Exotic plant pests, diseases and invasive alien species prevented	Percent	>70	>80	>90	>90	>90
	GMOs/LMOs entry prevented	Percent	>80	>80	>80	>80	>80
	Notifiable Animal diseases contained	Percent	100	100	100	100	100
	Notifiable plant pest and diseases contained	Percent	100	100	100	100	100
	Number of officials trained on Risk assessment for import of food of animal origin is conducted	Number	20	-	-	-	-
	Unauthorized /Invasive GMOs/LMOs incidents containment	Percent	100	100	100	100	100



#### Section 4: Definition of Success Indicators

Success Indicator	Description	Data Collection Methodology	Data Collection Frequency	Data Source
Progress as per signed CSI Flagship Performance Agreement	This indicator measures the status of progress of 4 CSI Success Indicators which are the responsibility of MoAF as outlined in the CSI Flagship APA	monthly progress report	Monthly	Annual CSI Flagship Evaluation Report
Domestic Food establishment licensed based on GHP/GMP Criteria	The indicator measures the number of food safety licenses issued to food business in the country based on BAFRA GHP/GMP Criteria.	Records of license issued	Annually	BAFRA Report
Foodborne diseases and safety incidences managed effectively	The indicator measures the percentage of food safety incidents effectively contained.	Reports of incident management	Annually	BAFRA Report
The framework/modalities for Food Import Control Database System is in place.	The food import control database development will be initiated during FY 2019-20. The activity includes consultation workshop with relevant stakeholders to frame the modalities and framework for the database development and award of work for the development of database system. The database will be in place by	Consultation workshop report and tender document	Annually	BAFRA

		FY 2020-21.			
Exotic plant pests, diseases and invasive alien species prevented		The indicator measures the percentage of known and reported exotic plant pests and diseases (listing of exotic plant pests and diseases is beyond BAFRA's control) prevented from entry into Bhutan.	Inspection, monitoring and record of outbreak in the country	Annually	BAFRA Report
Notifiable plant pest and diseases contained		The indicator measures the percentage of successful containment of Giant African Land Snail (GALS) outbreaks in the country.	Inspection, monitoring and containment program	Annually	BAFRA Report
GMOs/LMOs entry prevented		The indicator measures the percentage of GMOs/LMOs are prevented from entry into Bhutan through appropriate surveillance and prevention activities.	Surveillance report on selective agricultural products by using GMO test kits	Annually	BAFRA Report
Unauthorised GMOs/LMOs containment	/Invasive incidents	The indicator measures the percentage of unauthorized/invasive GMOs/LMOs (listing of unauthorized/invasive GMOs/LMOs is beyond the control of BAFRA) incidents within Bhutan that are successfully contained through the implementation of appropriate incident management responses (awareness on incident	Official record of Awareness program	Annually	Official record Awareness program

	management response plan and communication strategy documents to field officials-this document was developed during FY 2018-19).			
Number of officials trained on Risk assessment for import of food of animal origin is conducted	The indicator measures the number of BAFRA officials are trained on Risk assessment for import of food of animal origin.	Training report	Annually	BAFRA report
Exotic animal diseases and invasive species prevented	The indicator measures the percentage of exotic animal pest and diseases (listing of exotic animal pest and diseases is beyond BAFRA's control) prevented from incursion.	Animal quarantine reports submitted to HQ	Annually	BAFRA Report
Notifiable Animal diseases contained	The indicator measures the percentage of notifiable animal disease outbreaks (as listed in Livestock R&R 2017) successfully contained in the country in the specified period as per the specific disease prevention and containment plan.	Disease outbreak notification, containment report produced by DoL & BAFRA	Annually	BAFRA Report and NCAH report
Progress as per signed Organic Flagship Performance Agreement	This indicator measures the status of progress of 1 Organic Success Indicators which are the responsibility of BAFRA as outlined in the Organic Flagship APA.	Monthly progress report	Monthly	Annual Flagship Evaluation report

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

Organization Name	Relevant Success Indicator	Requirement from the Organization	Justification for the Requirement	Requirement detail	Impact (If Not Met)
MINISTRY OF FINANCE	Unauthorized /Invasive GMOs/LMOs incidents containment	Fund, HR, Support and collaboration	To combat any incidences of unauthorized LMO/GMO in the country, technical and financial supports are required to procure contain the incidences and at the same time create awareness on management plan.	Required Financial and HR support Follow import requirements of BAFRA	Possible risk to human, animal and environment
NATIONAL ENVIRONMENT COMMISSION	Unauthorized /Invasive GMOs/LMOs incidents containment	Support and collaboration	To combat any incidences of unauthorized LMO/GMO in the country, technical and financial supports are required to procure contain the incidences and at the same time create awareness on management plan.	Required Financial and HR support Follow import requirements of BAFRA	Possible risk to human, animal and environment
ROYAL SERVICE COMMISSION	CIVIL Unauthorized /Invasive GMOs/LMOs incidents containment	HR Support	To combat any incidences of unauthorized LMO/GMO in the country, technical and financial supports are required to procure contain the incidences and at the same time create awareness on management plan.	Required Financial and HR support Follow import requirements of BAFRA	Possible risk to human, animal and environment
MINISTRY OF FINANCE	Number of officials trained on Risk assessment for	Budget Support	Without the budget, the activity cannot be undertaken as normal activities	Budget support is the key for conducting training	The SI will be not able to achieve

		import of food of animal origin is conducted				
MINISTRY FINANCE	OF	Exotic animal diseases and invasive species prevented	Financial support	MoF for financial support for procurement of consumables and DoL for implementation of Import code standards	Support -As per the animal import codes	Target set will go down
MINISTRY FINANCE	OF	Notifiable Animal diseases contained	Financial Support	MoF for the budget should there be any outbreak and DoL for implementation of action as per the disease specific plan	Support & Collaboration - High as per the disease specific plan for containment	Target set will go down
MINISTRY FINANCE	OF	Exotic plant pests, diseases and invasive alien species prevented	financial support	Technical backstopping in identification of invasive pests and diseases and to implement quarantine measures and awareness program	As and when identified and quarantine measure are to be implemented	Risk of entry and establishment
MINISTRY FINANCE	OF	Notifiable plant pest and diseases contained	Financial support	Technical backstopping in identification of invasive pests and diseases and budget to procure equipment, for awareness and containment program	As and when pest and diseases outbreak	Risk of spreading to unaffected areas and establishment
MINISTRY FINANCE	OF	GMOs/LMOs entry prevented	Fund Support and collaboration	Considering potential risk of release of LMOs through imported GM food and feed, collaboration among relevant stakeholders is essential to achieve this SI.	Required Financial support Follow import requirements of BAFRA	Possible risk to human, animal and environment
NATIONAL		GMOs/LMOs	Support and	Considering potential risk of release of	Required	Possible risk to

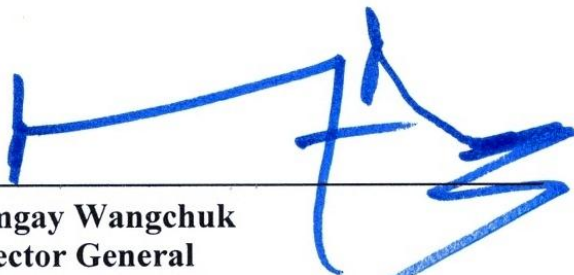
ENVIRONMENT COMMISSION	entry prevented	collaboration	LMOs through imported GM food and feed, collaboration among relevant stakeholders is essential to achieve this SI.	Financial support Follow import requirements of BAFRA	human, animal and environment
ROYAL CIVIL SERVICE COMMISSION	GMOs/LMOs entry prevented	HR, Support and collaboration	Considering potential risk of release of LMOs through imported GM food and feed, collaboration among relevant stakeholders is essential to achieve this SI.	Required Financial support Follow import requirements of BAFRA	Possible risk to human, animal and environment
BHUTAN STANDARD BUREAU	Progress as per signed Organic Flagship Performance Agreement	Development of Standards and applying for product certification	Unless BSB develops the standards and promoters do not submit the application, BAFRA will not be able to take up the activity	As and when client apply	BAFRA will not be able to carry out activity related to product certification and licensing
BHUTAN STANDARD BUREAU	Progress as per signed CSI Flagship Performance Agreement	Development of Standards and applying for product certification	Unless BSB develops the standards and promoters do not submit the application, BAFRA will not be able to take up the activity	As and when client apply	BAFRA will not be able to carry out activity related to product certification and licensing

**Whereas,**

I, the Chief of Regulatory and Quarantine Division, Bhutan Agriculture & Food Regulatory Authority, commit to the Director General, Bhutan Agriculture & Food Regulatory Authority, Ministry of Agriculture and Forests to deliver the results described in this Annual Performance Agreement.

I, the Director General, commit to the Chief of Regulatory and Quarantine Division, Bhutan Agriculture & Food Regulatory Authority to provide necessary support for the delivery of results described in this Annual Performance Agreement.

**SIGNED:**



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**Namgay Wangchuk**  
**Director General**

28/8/2019

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**Date**



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**Dr Chador Wangdi**  
**Chief QCQD**

28/8/19

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**Date**