

## SERVICE DELIVERY STANDARDS FOR STATISTICS UNIT TRONGSA

Service	Procedure	Requirements			TAT			
		Documents	Fees	Others		Name	e-mail	Contract no
1. Timeline by which the Monthly Consumer Price data is submitted to NSB	<ul style="list-style-type: none"> <li>➤ Compile data from outlets from both rural and urban</li> <li>➤ compile and punch in format</li> <li>➤ send to NSB for further studies</li> </ul>	N/A			25 <sup>th</sup> of reference month	Sonam wangdi	swangdi@trongsa.gov.bt	17778785
2 Timeline by which the Annual Dzongkhag Statistics submitted to NSB	<ul style="list-style-type: none"> <li>➤ Send letter to all Sectors, Regionals and financial institutions with Data format.</li> <li>➤ Follow up on data submission to DSO</li> <li>➤ Receive data from all sectors and regionals.</li> <li>➤ Compile at Dzongkhag level</li> <li>➤ Data send to NSB</li> <li>➤ Publish at Dzongkhag web</li> </ul>				30 Oct. 2017 Data submit to NSB	Sonam wangdi	swangdi@trongsa.gov.bt	17778785
3 Dzongkhag at A Glance is published online in the Dzongkhag website and	<ul style="list-style-type: none"> <li>➤ Data compilation forms all sectors.</li> <li>➤ Receive data from all sectors and regionals.</li> </ul>				30 Jan. 2018 data submitted to NSB.	Sonam wangdi	swangdi@trongsa.gov.bt	17778785

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data is submitted to NSB	<ul style="list-style-type: none"> <li>➤ Compile at Dzongkhag level</li> <li>➤ Data send to NSB</li> <li>➤ Publish at Dzongkhag web</li> </ul>							
4 Timeline by which the Gewog level data-base is published online in the Dzongkhag website and data submitted to NSB	<ul style="list-style-type: none"> <li>➤ Send letter to GAOS for compilation of data mentioning submission date.</li> <li>➤ Do follow up on GAOS</li> <li>➤ Receive data from GAOS</li> <li>➤ Compile at Dzongkhag level</li> <li>➤ Send copy to NSB for national compilation.</li> <li>➤ Upload on Dzongkhag website</li> </ul>				30 Jan. 2018 data submitted to NSB.	Sonam wangdi	swangdi@trongsa.gov.bt	17778785
5 Timeline by which the Quarterly Household Expenditure Survey is conducted and data is submitted to NSB	<ul style="list-style-type: none"> <li>➤ Data collection from Gewog/rural, urban BY DSO</li> <li>➤ Edit correct and data send to NSB.</li> </ul>				30 days after the end of the quarter	Sonam wangdi	swangdi@trongsa.gov.bt	17778785
6 Timeline by which the	<ul style="list-style-type: none"> <li>➤ Conduct Economic census</li> </ul>				30 Jun. 2018 data	Sonam wangdi	swangdi@trongsa.gov.bt	17778785

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Economic Census of Bhutan is conducted	<ul style="list-style-type: none"> <li>➤ Data submitted to NSB.</li> </ul>				submitted to NSB.			
7 Provide data to data users at Dzongkhag level	<ul style="list-style-type: none"> <li>➤ Directly provide data to data users in hard copy</li> <li>➤ Email/directly provide data in soft copy</li> </ul>				5-10minutes	Sonam wangdi	swangdi@trongsa.gov.bt	17778785