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**ROYAL GOVERNMENT OF BHUTAN
ANTI-CORRUPTION COMMISSION**

‘NATION’S CONSCIENCE’

“LEAD BY EXAMPLE”
“If you care, you will dare”



Selection Criteria for the Enumerators, 5th National Integrity Assessment 2022

Preferential criteria:

1. University Graduate (in any field) with ability to use MS Word, Excel and Power-Point
2. Excellent level in English and Dzongkha subjects;
3. Good in communication (multilingual in national dialects preferred);
4. Should possess ethics and integrity (an undertaking on confidentiality of information shall be signed); and
5. Should be healthy and comfortable in travelling

Selection Criteria:

1. Degree Marks (in any field) – Weight 50 %;
2. Class XII Marks in 5 best subjects (English+Dzongkha+3 Best Subjects) – Weight 40 %;
3. SUPW ‘A’ (lower grades shall not be expected) in Class XII;
4. Experience in Survey/Data Collection using Survey Solutions – 10% (as assigned in the **Table 1**);

Table 1 Marks assignment for Survey/Data collection experience using Survey Solutions

Sl.No.	Number of Certificate	Percent of Marks
a	One	1
b	Two	2
c	Three	3
d	Four	4
e	Five	5
f	Six	6
g	Seven	7
h	Eight	8
i	Nine	9
j	Ten and above	10

5. Valid Security Clearance and Citizenship Identity Card;
6. No shortlisting of candidates, and no interviews will be carried out to select the candidates;
7. The selection of candidates shall be based on the clauses 1, 2, 3, and 4 of this selection criteria section.

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THIMPHU, BHUTAN. Post Box No. 1113, Tel: +975-2-334863/64/66/67/68/69 Fax No. 334865, Website: www.acc.org.bt



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Terms of Reference

1. The selected candidates shall be hired as Enumerators for the tentative period of two and half months (October-December) mainly for Data Collection including training period. The survey period may extend or reduce.
2. The Enumerators shall undergo training in Thimphu for 10-13 days in October;
3. The Enumerators shall coordinate and cooperate with Supervisors to plan interviews;
4. The Enumerators shall conduct face to face interviews with the respondents;
5. The Enumerators shall assist Supervisor and Research Coordinators to update work progress and support the supervisor wherever necessary;
6. The Enumerators shall perform any other tasks such as arranging interviews, meetings and carry out any research related works as may be assigned by the Supervisor, and Research Coordinators;
7. The Enumerators, in teams, will require traveling extensively in-country covering 20 Dzongkhags and Gewogs under the Dzongkhags;
8. The Enumerators will have to bear expenses related to their accommodation and food. However, the Supervisor shall coordinate/manage the logistical arrangements for the teams;
9. The transportation shall be provided by the ACC;
10. A candidate, who got through the Bhutan Civil Service Examination (BCSE) -Preliminary Examination, and subsequently has registered to sit for the BCSE-Main Examination is encouraged not to apply because of the following reasons:
 - The survey period may coincide with the BCSE-Main Examination schedule;
 - The ACC will not be able to relieve the enumerators to sit for the Examination as the survey is time-bound, and resource intensive;
 - The enumerators will not get adequate time to prepare and study for the BCSE-Main Examination as the survey involves constant travelling to remote places and data collection.

Considering these reasons, preference will be given to the candidates who have not registered for the BCSE-Main Examination;

11. The documents for the selected candidates shall be verified, and any incomplete information or documents will not be considered and the applicant will be disqualified; and
12. In the case of selected candidate(s) not turning up or candidate(s) disqualified during verification of documents, the vacant post will be filled from the pool of candidates identified as stand-by; and the next candidate if a standby candidate is not available.

Remuneration/Benefits:

1. The Enumerators shall be paid Nu.1020 per day during field data collection only;
2. An amount of Nu. 200 per day and working lunch shall be provided during the training period;
3. A nominal talk time voucher and data package shall be provided for the period they are hired; and
4. Upon successful completion of the task the ACC may consider issuing Certificate of Appreciation on recommendation of the Supervisor and Research Coordinators.

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