



Government of the People's Republic of Bangladesh

# Annual Performance Agreement (APA)

Between

The Cabinet Secretary  
and

The Secretary, Ministry of Liberation War Affairs

2014-2015

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# Preamble

The Annual Performance Agreement is made and entered into on .....

BETWEEN

The Secretary, Ministry of Liberation War Affairs, representing the Minister, Ministry of Liberation War Affairs, Government of the People's Republic of Bangladesh.

AND

The Cabinet Secretary, Cabinet Division, representing the Prime Minister, Government of the People's Republic of Bangladesh.

The parties hereto agree as follows:

## Section 1: Ministry's/Division's Vision, Mission, Strategic Objectives and Functions

### 1.1 Vision

The ideals and spirit of the great liberation war is upheld and the welfare of the freedom fighters and their descendant is ensured.

### 1.2 Mission

To ensure overall welfare of the freedom fighters and their descendant, family members of the martyrs of liberation war by formulation of rules & regulations related to their rights and benefits and establish the spirit of liberation war in the national life by preserving memory and history of liberation war.

### 1.3 Functions

- 1 Preparation of the list of freedom fighters, publication in the gazette and preservation of declared list;
- 2 Formulation of rules, regulations & policies related to rights and benefits of the freedom fighters;
- 3 Providing allowances and grants to the freedom fighters and liberation war based organizations;
- 4 Formulation of policies for the preservation of history and documents of liberation war;
- 5 Undertaking various activities to visualize the true history of liberation war for the present and future generations;
- 6 Formulation and implementation of various projects for the welfare of the freedom fighters;
- 7 Monitoring of quota for employment for the freedom fighters and their successors in government, autonomous and semi-autonomous bodies.
- 8 Construction of Independence Towers and other memorial towers of liberation war, preservation and maintenance of the burial sites/mass graves of liberation war, preparation and implementation of projects for preservation and maintenance of the sites of confrontational war and other issues related to liberation war;

### 1.4 Strategic Objectives

- 1 Ensure overall welfare of freedom fighters
- 2 Preservation of history and memorials of the Liberation War.
- 3 Upholding the ideals and spirit of liberation war .

## Section 2: Strategic Objectives, Activities, Performance Indicators and Targets

Strategic Objectives	Weight of Strategic Objective	Activities	Performance Indicator (PI)	Unit	Weight of PI	Target / Criteria Value				
						Excellent	Very Good	Good	Fair	Poor
						100%	90%	80%	70%	60%
<b>Ministry/Division Strategic Objectives</b>										
[1] Ensure overall welfare of freedom fighters	51.00	[1.1] Providing honorarium to freedom fighters & their descendant.	[1.1.1] Persons benefited.	No.in Lac	15.00	2.00	1.70	1.60	1.55	1.50
		[1.2] Providing allowances,rations & medical facilities to the wounded Freedom Fighters , honored Freedom Fighters & family members	[1.2.1] Persons benefited	No.	7.00	7520	7000	6800	6600	6400
		[1.3] Identification of real freedom fighters through upzila committee.	[1.3.1] Committee formed	No.	5.00	483	450	420	400	380
		[1.4] Training for self-employment and microcredit schemes for freedom fighters and their descendant	[1.4.1] Persons trained. .	No.	4.00	3500	3000	2600	2500	2300
			[1.4.2] Persons benefited.	No.	3.00	1700	1500	1400	1300	1200
		[1.5] Construction of residential infrastructure for freedom fighters	[1.5.1] Units Constructed	No.	6.00	800	650	550	500	450
		[1.6] Construction of freedom fighter complex	[1.6.1] Zilla complexes Constructed	No.	5.00	25	20	18	16	14
			[1.6.2] Upazilla complexes Constructed	No.	6.00	50	42	35	30	25
[2] Preservation of history and memorials of the Liberation War.	24.00	[2.1] Construction of Memorial Towers	[2.1.1] Memorial Towers Constructed	NO.	7.00	28	25	22	20	18

## Section 2: Strategic Objectives, Activities, Performance Indicators and Targets

Strategic Objectives	Weight of Strategic Objective	Activities	Performance Indicator (PI)	Unit	Weight of PI	Target / Criteria Value				
						Excellent	Very Good	Good	Fair	Poor
						100%	90%	80%	70%	60%
		[2.2] Preservation and exhibition of memorials/mementos of liberation war in the museum	[2.2.1] Museum visited	No.	10.00	22000	20000	18000	17000	16000
			[2.2.2] Display items added	No.	7.00	8000	7000	6000	5000	4000
[3] Upholding the ideals and spirit of liberation war .	10.00	[3.1] Documentary films based on liberation war for displaying the true history of liberation war among the new generations	[3.1.1] Film show visited	No.	10.00	32000	27000	25000	22000	20000

### Mandatory Strategic Objectives

* Improve Service delivery to the Public	6.00	Implementation of Citizens' Charter (CC)	Preparation and approval of CC by the Ministry/Division	Date	1.0	31/12/2014	31/01/2015	28/02/2015	31/03/2015	30/04/2015
			Publication of CC in website or others means	Date	1.0	31/12/2014	31/01/2015	28/02/2015	31/03/2015	30/04/2015
		Implementation of Grievance Redress System (GRS) system	Publishing names and contact details of GRS focal point in the website	Date	1.0	31/12/2014	31/01/2015	28/02/2015	31/03/2015	30/04/2015
			Sending GRS report(s) to the Cabinet Division from January 2015	Number of report(s)	1.0	5	4	3	2	1
		Implementing Innovations	Implemented decisions of the innovation team	%	1.0	100	80	50	30	--
			Unicode used in all official activities	Date	1.0	31/12/2014	31/01/2015	28/02/2015	31/03/2015	30/04/2015

\* Mandatory Objective(s)

## Section 2: Strategic Objectives, Activities, Performance Indicators and Targets

Strategic Objectives	Weight of Strategic Objective	Activities	Performance Indicator (PI)	Unit	Weight of PI	Target / Criteria Value				
						Excellent	Very Good	Good	Fair	Poor
						100%	90%	80%	70%	60%

### Mandatory Strategic Objectives

* Improve governance	4.00	Compliance with RTI Act and proactive disclosure	Percentage of information, mentioned in the RTI Act and related regulations, disclosed in the website	%	2.0	80	70	60	50	40
		Preparation and Implementation of the National Integrity Strategy Work Plan	Preparation of NIS Work Plan for 2015 and get approved by the Ethics Committee	Date	2.0	28/02/2015	31/03/2015	30/04/2015	31/05/2015	30/06/2015
* Improve Financial Management	3.00	Improve compliance with the Terms of Reference of the Budget Management Committee (BMC)	Budget Implementation Plan (BIP) prepared and Quarterly Budget Implementation Report (QIMR) submitted to Finance Division (FD) meeting FD requirements	Number of report	1.0	5	4	3	2	1
			Actual achievements against performance targets are monitored by the BMC on a quarterly basis	Number of BMC meetings	1.0	4	3	2	1	--
		Improve audit performance	Percentage of outstanding audit objections disposed off during the year	%	1.0	70	55	40	30	20
* Efficient Functioning of the Annual Performance Agreement (APA) System	2.00	Timely submission of Draft APA for 2014-2015	On-time submission	Date	2.0	01/02/2015	02/02/2015	03/02/2015	04/02/2015	05/02/2015

\* Mandatory Objective(s)

### Section 3: Trend Values of the Performance Indicators

Strategic Objectives	Activities	Performance Indicators	Unit	Actual Value for FY 12-13	Actual Value for FY 13-14	Target Value for FY 14-15	Projected Value for FY 15-16	Projected Value for FY 16-17
<b>Ministry/Division Strategic Objectives</b>								
[1] Ensure overall welfare of freedom fighters	[1.1] Providing honorarium to freedom fighters & their descendant.	[1.1.1] Persons benefited.	No.in Lac	1.5	1.99	2.00	2.00	2.00
	[1.2] Providing allowances,rations & medical facilities to the wounded Freedom Fighters , honored Freedom Fighters & family members of	[1.2.1] Persons benefited	No.	6900	7129	7520	7620	7720
	[1.3] Identification of real freedom fighters through upzila committee.	[1.3.1] Committee formed	No.	00	00	483	00	00
	[1.4] Training for self-employment and microcredit schemes for freedom fighters and their descendant	[1.4.1] Persons trained. .	No.	2500	3000	3500	3800	4000
		[1.4.2] Persons benefited.	No.	1235	1600	1700	1800	2000
	[1.5] Construction of residential infrastructure for freedom fighters	[1.5.1] Units Constructed	No.	0	205	800	1500	0
	[1.6] Construction of freedom fighter complex	[1.6.1] Zilla complexes Constructed	No.	1	10	25	28	0
		[1.6.2] Upazilla complexes Constructed	No.	0	11	50	300	0



### Section 3: Trend Values of the Performance Indicators

Strategic Objectives	Activities	Performance Indicators	Unit	Actual Value for FY 12-13	Actual Value for FY 13-14	Target Value for FY 14-15	Projected Value for FY 15-16	Projected Value for FY 16-17
[2] Preservation of history and memorials of the Liberation War.	[2.1] Construction of Memorial Towers	[2.1.1] Memorial Towers Constructed	NO.	18	14	25	0	0
	[2.2] Preservation and exhibition of memorials/mementos of liberation war in the museum	[2.2.1] Museum visited	No.	20000	18000	22000	23000	25000
		[2.2.2] Display items added	No.	600	700	800	1000	1100
[3] Upholding the ideals and spirit of liberation war .	[3.1] Documentary films based on liberation war for displaying the true history of liberation war among the new generations	[3.1.1] Film show visited	No.	22000	30000	32000	35000	40000

## Section 4:

## Description of Performance Indicators, Implementing Department/Agencies and Measurement Methodology

Sl.No	Performance Indicators	Description	Implementing Department/Agencies	Measurement and Source of Data	General Comments
1	[1.1.1] Persons benefited.	Freedom fighters receive allowance Tk. 5000 per month.	MOLWA,MOF, DOSWF ,DA &UZA	Annual Report of MOLWA	
2	[1.2.1] Persons benefited	Wounded Freedom fighters are getting Allowance taka 9700/- to 30000/- per month according to their disability.	Bangladesh Muktijoddah Kallan Trust ,MOF & MOLWA	Annual Report of Bangladesh Muktijoddah Kallan Trust.	
3	[1.3.1] Committee formed	Upazilla Committee formed to identify the real Freedom fighter.	DA , JAMUCA ,MOLWA	Periodical official Memorandum of JAMUCA , MOLWA , NPAS	
4	[1.4.1] Persons trained. .	Self employment generating training given to the Freedom fighters & their descendant .	DOYD,BRDB,UZA	Annual Report of BRDB	
5	[1.4.2] Persons benefited.	After training of freedom fighters & their descendant getting micro credit amount of TK.5000 to TK.50000 .	BRDB.	Annual Report of BRDB.	

## Section 4:

## Description of Performance Indicators, Implementing Department/Agencies and Measurement Methodology

SI.No	Performance Indicators	Description	Implementing Department/Agencies	Measurement and Source of Data	General Comments
6	[1.5.1] Units Constructed	Construction of One unit house on the Land of recipient freedom fighter.	LGED & MOLWA.	Annual Report of UZA & DA.	
7	[1.6.1] Zilla complexes Constructed	Construction of freedom fighter complexes in commercial basis for financial assistance.	PWD & MOLWA	Annual Report of DA & PWD.	
8	[1.6.2] Upazilla complexes Constructed	Construction of freedom fighter complexes in commercial basis for financial assistance..	LGED & MOLWA	Annual Report of LGED ,UZA & DA	
9	[2.1.1] Memorial Towers Constructed	Memorial Towers are constructed to uphold the spirit of liberation War.	LGED & MOLWA	Annual Report of DA & LGED	
10	[2.2.1] Museum visited	Different kinds of liberation war based documents are exhibited in the museum and cross section of visitors are regularly visited the museum.	MUktijuddho Jadhughar	Annual Report of MUktijuddho Jadhughar	

**Section 4:**

**Description of Performance Indicators, Implementing Department/Agencies and Measurement Methodology**

SI.No	Performance Indicators	Description	Implementing Department/Agencies	Measurement and Source of Data	General Comments
11	[2.2.2] Display items added	Display items on liberation war are collected and displayed in the museum to uphold the spirit of liberation war.	MUktijuddho Jadhughar	Annual Report of MUktijuddho Jadhughar	
12	[3.1.1] Film show visited	Film show & document on freedom fighting are exhibited in Freedom Fighting Memorial Museum	MUktijuddho Jadhughar	Annual Report of MUktijuddho Jadhughar	

**Section 5 :**  
**Specific Performance Requirements from other Ministries/Divisions**

Organisation Type	Organisation Name	Relevant Performance Indicator	What is your requirement from this organisation	Justification for this requirement	Requirement from this Organisation	What happens if your requirement is not met
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## Section 6: Outcome of Ministry/Division

Outcome/Impact	Jointly responsible for influencing this outcome / impact with the following organisation (s) / division (s) / ministry(ies)	Performance Indicator (s)	Unit	Actual FY 12-13	Actual FY 13-14	Target FY 14-15	Projection FY 15-16	Projection FY 16-17
1 No. of Freedom Fighters Receiving Incentive.	MOF ,MOSWF , PWD, LGED, BRDB, DA & UZA	Coverage of Beneficiaries.	%	77	78	83.9	88.9	93.9

Whereas,

I, the Secretary, Ministry of Liberation War Affairs representing the Minister, Ministry of Liberation War Affairs, Government of the People's Republic of Bangladesh commit to the Cabinet Secretary, Cabinet Division, representing the Prime Minister, Government of the People's Republic of Bangladesh to deliver the results described in this agreement.

I, the Cabinet Secretary, Cabinet Division, on behalf of the Prime Minister, Government of the People's Republic of Bangladesh, commit to the Secretary, Ministry of Liberation War Affairs to provide necessary support for delivery of the results described in this agreement.

Signed,

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Secretary  
Ministry of Liberation War Affairs

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Date

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Cabinet Secretary  
Cabinet Division

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Date

## Annex-1

## Acronyms

Sl.	Acronym	Description
1	BRDB	Bangladesh Rural Development Board
2	DA	District Administration
3	DOSWF	Directorate of Social Welfare
4	DOYD	Directorate of Youth Development
5	JAMUCA	Jatio Muktijoddha Council
6	LGED	Local Government Engineering Department
7	MOF	Ministry of Finance.
8	MOLWA	Ministry of Liberation War Affairs
9	NPAS	National Parliament Assembly Secretariat



10	PWD	Public Works Division
Annual Performance Agreement (APA) for Ministry of Liberation War Affairs -(2014-2015)		
11	UZA	Upazila Administration
12	UZC	Upazila Committee