



ESTABLISHMENT SURVEY REPORT

2017

(November edition)

Labour Market Information and Research Division
Department of Employment and Human Resources
Ministry of Labour and Human Resources

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Foreword

The Labour Market Information and Research Division of the Department of Employment and Human Resources, Ministry of Labour and Human Resources is pleased to release the fifth Establishment Survey Report 2017. The statistics collected are based on the survey conducted from 8th October to 22nd November 2017 by a team of 35 enumerators (university graduates), 10 supervisors and 3 regional field coordinators.

The survey is a concerted effort of the Ministry to help understand the current scenario of establishments in the country across various sectors (*Construction, Education & Training, ICT, Production, Services and Tourism*) at a given point of time.

It is hoped that the report will serve as a useful tool to evaluate development policies and programs in both formal and informal sectors which provide a major indicator on the current employment status that would facilitate employment promotion.

We would like to extend our sincere gratitude to all the representatives of the business communities, and individuals who participated in the survey.

We would also like to welcome valuable comments and suggestions for future improvements on the report.

Director General
Department of Employment and Human Resources
Ministry of Labour and Human Resources

SECTION 1: INTRODUCTION

The Labour Market Information and Research Division in collaboration with the Human Resource and Skills Development Division of the Department of Employment and Human Resources, Ministry of Labour and Human Resources conducted the 45-day Establishment Survey 2017 from 8th October to 22nd November 2017. The survey team involved 35 university graduates as field enumerators, 10 field supervisors and 3 regional coordinators (officials from the Ministry) overseeing the survey process.

The survey intended to cover and understand the current situation of active establishments across potential sectors viz. - *Construction, Education & Training, ICT, Production, Services and Tourism*. The survey was also carried out to furnish data for the development of the 12th Five Year Plan Human Resource Development Masterplan for potential economic sectors.

1. Objectives:

The survey was carried with the objectives to collect:

- a. profile of workforce of different establishments by their characteristics.
- b. area of employment in potential sectors by their characteristics (organization type, economic activity and nature of employment)
- c. information on the business challenges faced by these establishments; and
- d. training and development requirements for the next five years (2019-2023) for the development of 12th FYP HRD Masterplan.

2. Definitions

- a. An **establishment** means an economic unit, generally at a single physical location, where business is conducted or where services or industrial operations are performed. It is usually engaged in one predominant type of economic activity.
- b. **Main Activity** refers to the core activity performed by the establishment.
- c. **Industry:** The survey adopted the International Standard Industrial Classification (ISIC) Revision 4 to classify main activities of the establishments.
- d. **Type of Legal Organization:**
 - i. **Individual Proprietorship:** An owner who fully owns his business with full legal rights.
 - ii. **Partnership:** A business or an entity owned by two individuals of same nationality for the production of goods or services with common goals.
 - iii. **Private Limited Company:** A private company registered under the Companies Act of the Kingdom of Bhutan 2000.
 - iv. **Public Limited Company:** A company where the government owns some percentage share (51%) its share.
 - v. **Co-operative Society:** Association of a group of people voluntarily to meet their common economic need and aspirations through a jointly owned and effective governed enterprise.

- e. **Establishment scale:** The scale of an establishment is based on its employment size:
- i. An establishment is categorized as “**cottage**” if its employment size is less than 5 employees.
 - ii. For an establishment to be categorized as “**small**”, its employment size should be around 5-19.
 - iii. An establishment is considered to be “**medium**” if it has about 20-99 employees.
 - iv. An establishment with 100 or more employees is considered “**large**”.
- f. **Occupation** refers to the kind of work performed in a job. The survey adopted the International Standard Classification of Occupations 2008 (ISCO-08) to classify and aggregate occupational information collected.
- g. **Nature of employment** refers to the conditions for employment.
- i. **Regular paid employee** refers to a salaried worker paid on a regular basis for the work performed for the establishment.
 - ii. **Contract Worker** refers to a worker paid for employment on fixed/contractual terms as per the contract agreement signed between the employer /establishment and the contract worker.
 - iii. **Casual paid employee** refers to a worker hired on a temporary basis as and when required by the establishment.

4. Survey Coverage

During the course of the survey period, the survey teams covered 5,021 establishments from all 20 Dzongkhags across *Construction, Education & Training, ICT, Production, Services and Tourism* sectors and received a 98.2 per cent response rate, that is, 4,939 establishments with completed responses. Overall, there were only 40 refusals and 42 non-operational establishments.

Table 1: Survey response

Status	In number	In per cent
Completed	4,939	98.4
Refused/Closed	40	0.8
Non-operational	42	0.8
Total	5,021	100

5. Methodology

The survey utilized the list of business establishments provided by the Ministry of Economic Affairs as its master frame and adopted purposive sampling for the purpose of the survey. Information were collected on three central sections – Establishment Details, Human Resource Development Requirements, and Employee Details.

The data were collected through face to face interview with relevant employees of the establishment, usually the Human Resource Managers or the CEO of the company or the owner of the establishment using tablets online.

6. Limitation of survey

Although the survey covered all 20 Dzongkhags, the survey teams were not able to get responses from some companies/establishments due to mismatch in information such as contact numbers, locations from the master frame. A few establishments that were listed as active under the master frame were also found to be non-operational during the field survey. There were also establishments that did not respond despite the teams' repeated follow-ups and revisits.

The survey also did not cover briefcase businesses, home-based businesses and petty construction firms given the nature and objective of the survey.

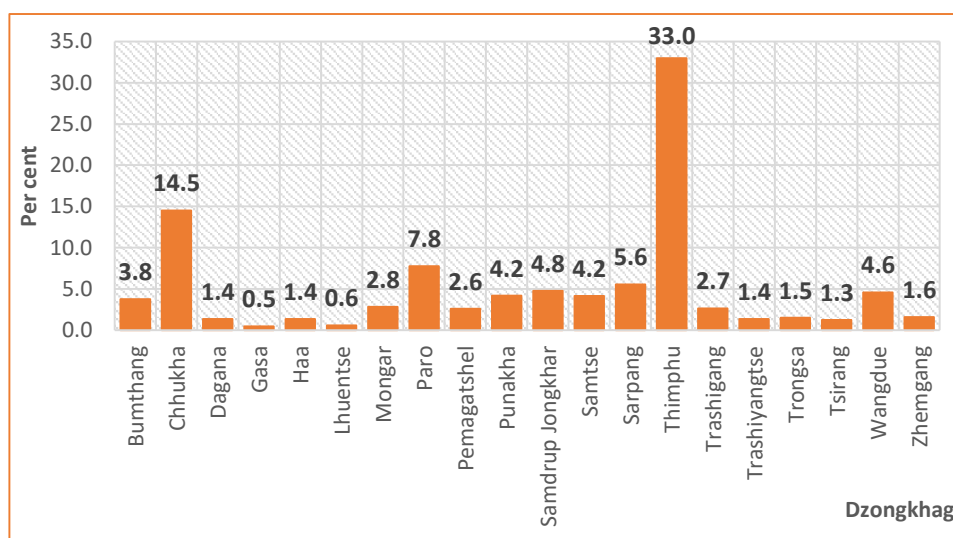
SECTION 2: SUMMARY FINDINGS

PART I: GENERAL ESTABLISHMENT DETAILS

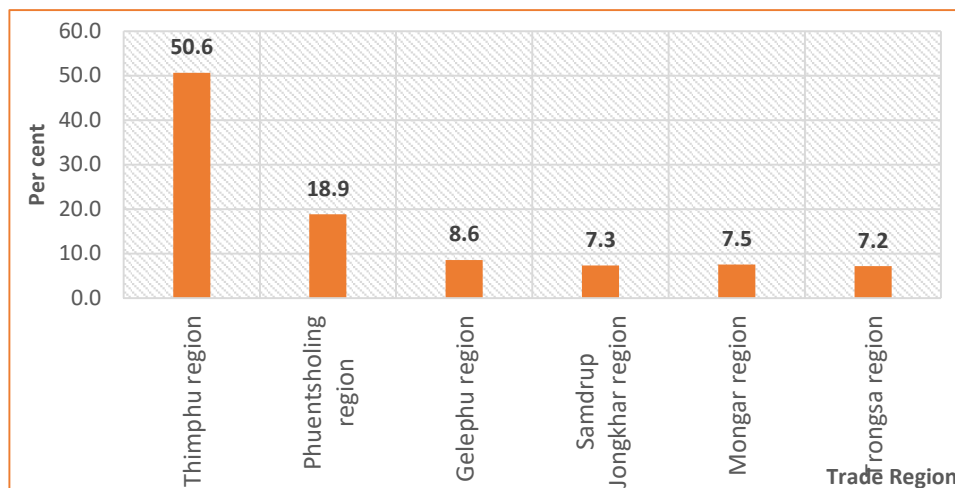
1.1 Dzongkhag, Trade Region and Area

Of the 4,939 establishments that were covered from all 20 Dzongkhags during the survey, 33 per cent were in Thimphu followed by Chukha and Paro with 14.5 per cent and 7.8 per cent respectively (Chart 1). Lhuentse and Gasa had the lowest coverage with 0.5 per cent and 0.6 per cent respectively.

Chart 1: Percentage share of establishments covered by Dzongkhag and Trade Region



The six trade regions in the report were distributed according to the Trade Regions classified by the Ministry of Economic Affairs. The distributions of establishments covered also provide a larger picture of the bulk and diversity of economic activities among these trade regions in the country. With 2,592 establishments alone in Thimphu region, it constituted 50.6 per cent among the overall six trade regions, 18.9 per cent (947 establishments) from Phuentsholing region, and 8.6 per cent (430 establishments) from Gelephu region (Chart2). Trongsa region constituted the least number of establishments covered with 7.2 per cent (359 establishments).

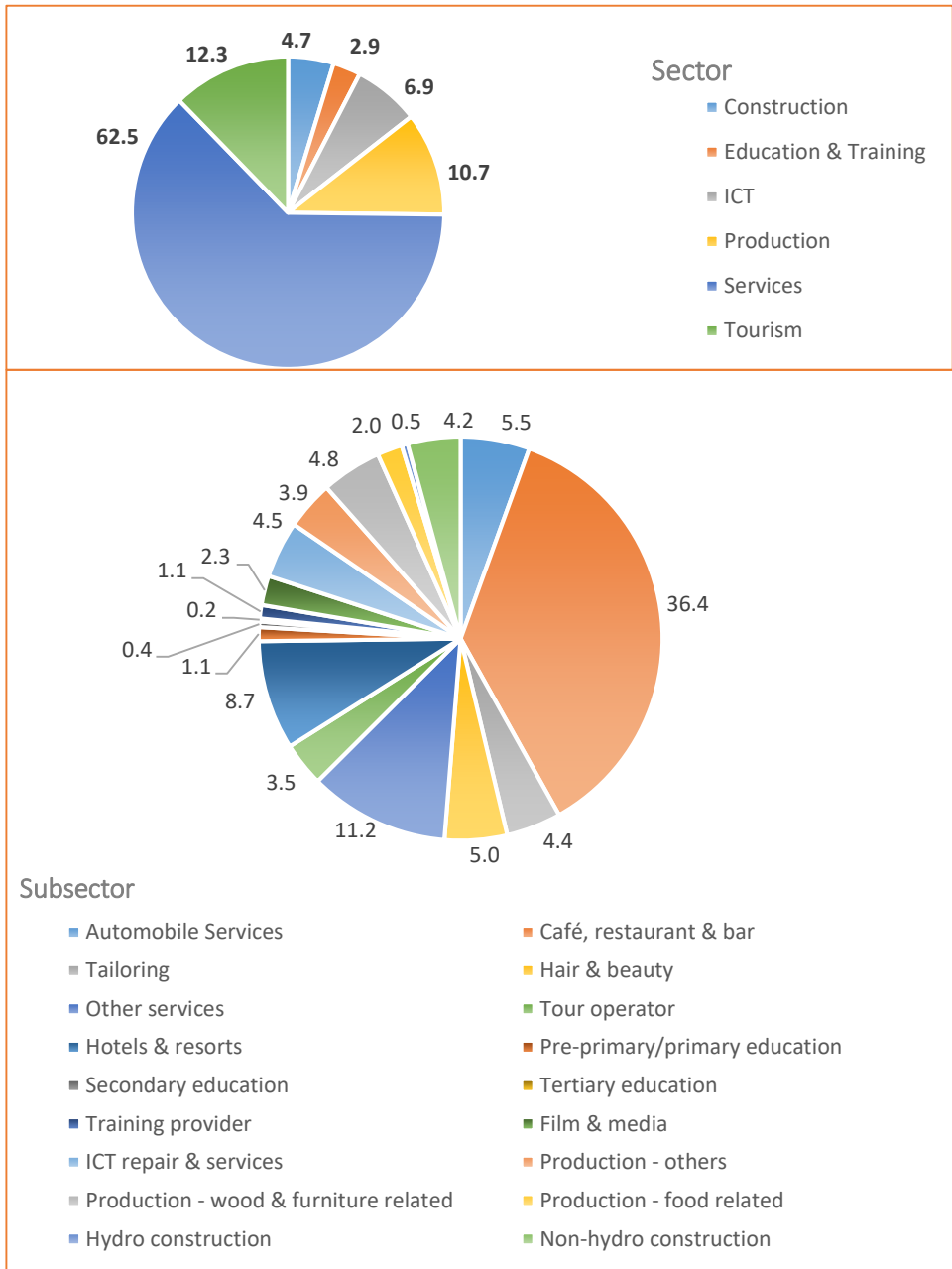
Chart 2: Percentage share of establishments covered by Trade Region

1.2 Sector and Subsector

The establishments covered were categorized under six major sectors viz. – Construction which included both hydro and non-hydro construction, Education & Training, ICT, Production, Services, and Tourism sectors. Among these broad sectors, about 62.5 per cent (3,089) of the establishments were under Services sector which included hotels, cafés and restaurants, automobile services, and wellness services among others. Café and restaurants specifically made up 36.4 per cent of the Services sector while hotels had 11.2 per cent.

Tourism sector consisted of 12.3 per cent (606 establishments) of the overall coverage and 10.7 per cent (530 establishments) from Manufacturing sector. Construction sector, which made up about 4.7 per cent, had 209 establishments from non-hydro and only 24 from hydro construction in particular. There were only about 142 establishments from education and training sector, which included private schools and private training institutes, making up 2.9 per cent of the overall coverage.

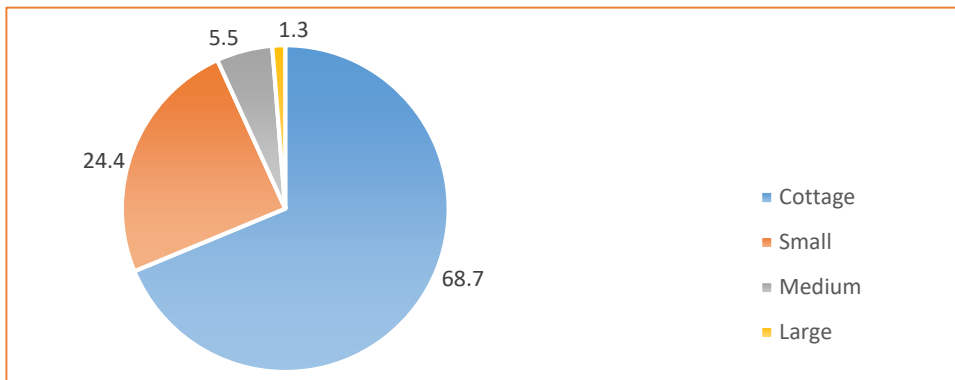
Chart 3: Percentage share of establishments covered by sector and subsector



1.3 Establishment Scale

Sorting these establishments in accordance to their scale (determined by their employee size) provided an overview of the type of establishments that were prevalent in the economy at present. Majority of the establishments that were covered during the survey fell under cottage, that is the employee size of these establishments were between 1 to 4 people, while 24.4 per cent were small scale establishments. Only 5.5 per cent of the establishments were medium scale and 1.3 per cent large scale.

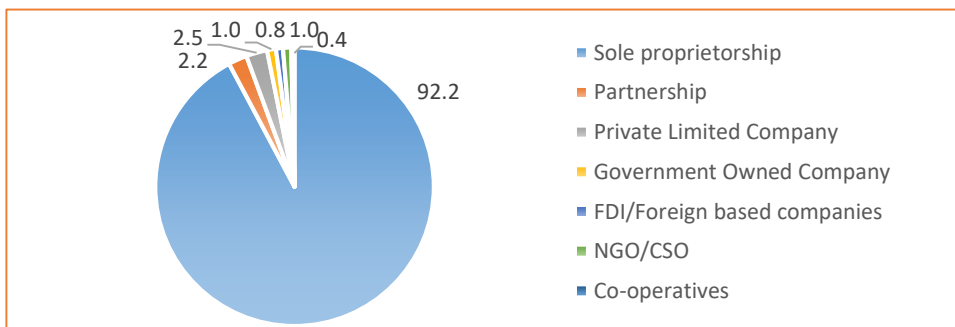
Chart 4: Percentage share of establishments by scale



1.4 Type of organization

Categorizing the establishments by their organization type, Sole Proprietorship constituted of 92.2 per cent (4,554 establishments), followed by Private Limited Company and Partnership with 2.5 per cent (121 establishments) cent and 2.2 per cent (107) respectively. The survey captured 51 establishments that were Government owned, 40 Foreign Direct Investment (FDI) businesses, 47 Non-Government Organizations (NGOs) and 19 Co-operatives.

Chart 5: Percentage share of establishments by type of organization



1.5 Major economic activity

As was evident from sector-wise category, 2,236 establishments (45.3 per cent) covered were under Accommodation and Food Service Activities when classified by the establishments' major economic activity. The survey captured 814 Manufacturing establishments and 454 as Other Service Activities which included services such as electronic repair, car wash and beauty treatment, forming 16.5 per cent and 9.2 per cent of the coverage respectively.

Table 2: Percentage share of establishments by major economic activity

Major economic activity	Number	Per cent
Mining and Quarrying	38	0.8
Manufacturing	814	16.5
Electricity and Gas Supply	15	0.3
Water Supply, Sewerage, Waste Management and Remediation Activities	4	0.1
Construction	236	4.8
Wholesale Trade & Repair of Motor Vehicles	364	7.4
Transportation and Storage	25	0.5
Accommodation and Food Service Activities	2,236	45.3
Information and Communication	128	2.6
Financial and Insurance Activities	16	0.3
Real Estate Activities	4	0.1
Professional, Scientific and Technical Activities	162	3.3
Tour Operator & Other Support Service Activities	248	5.0
Education	137	2.8
Human Health and Social Work Activities	33	0.7
Arts, Entertainment and Recreation	22	0.4
Other Service Activities	454	9.2
Activities of Extraterritorial Organizations	3	0.1
Total	4,939	100

PART II: EMPLOYEE DETAILS

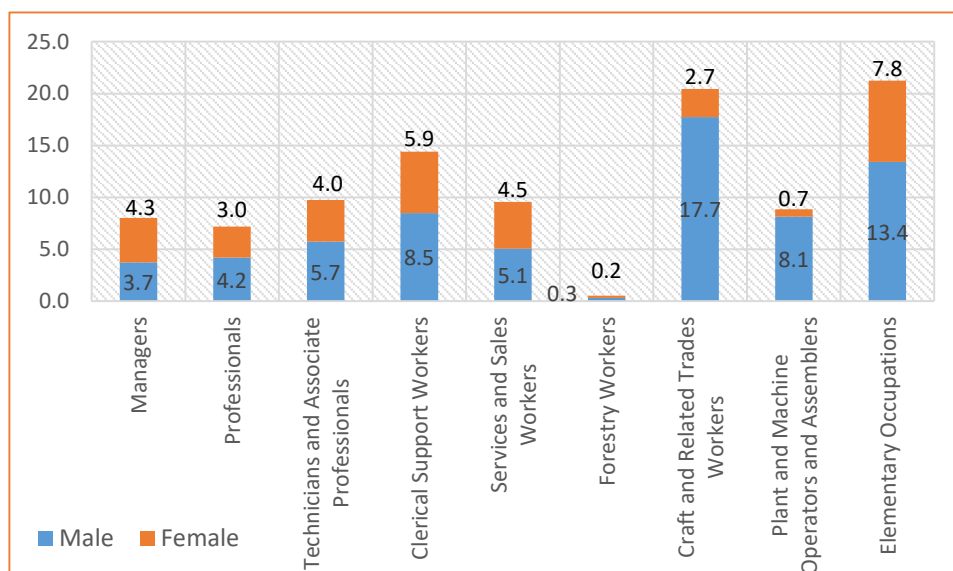
2.1 Employee Details Overview

Establishment Survey 2017 also captured details of 43,692 current employees to study their composition by occupation, education and nature of employment.

2.2 Major Occupation

With details available for 43,692 employees, 29,173 (66.8 per cent) were male and 14,519 (33.2 per cent) were female. Majority of the employee were classified under elementary occupations group – the group had about 21.2 per cent of the total employees, 13.4 (5,858 employees) per cent male and 7.8 per cent female (3,423 employees). Craft and Related Trade Workers constituted 20.4 per cent with 17.7 per cent male and only 2.7 per cent female. There were about 8 per cent under Managerial category and 7.2 per cent in the professionals category.

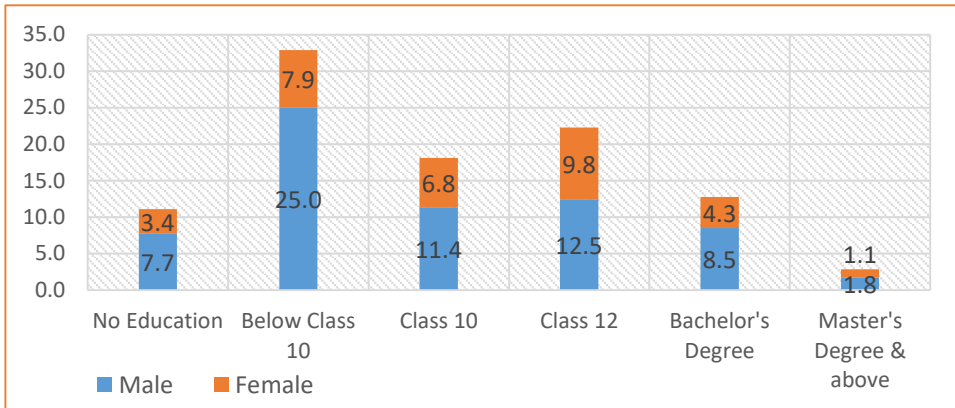
Chart 6: Percentage share of employees by major occupation



2.3 Education

Majority of the employees were with education qualifications below Class 10; in percentages, it accounted to 32.9 per cent (14,364) of which 7.9 per cent were male and 25.0 per cent female. Employees with Master's Degree and above made up only 2.9 per cent (1,257 employees) with nearly equal male and female shares of 1.8 per cent and 1.1 per cent respectively.

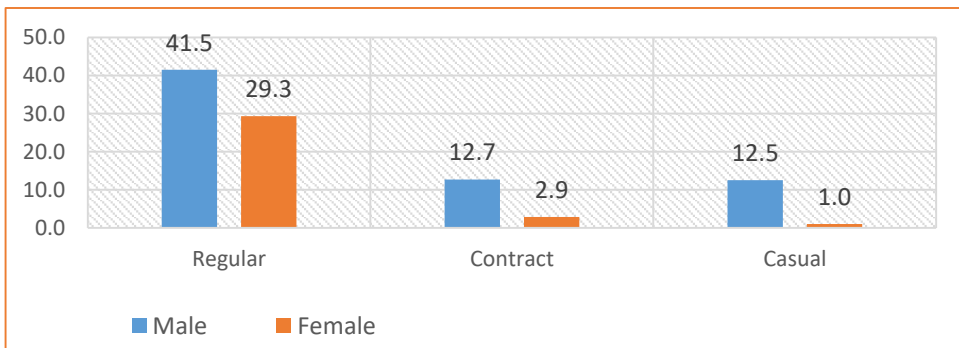
Chart 7: Percentage share of employees by education qualification



2.4 Nature of Employment

On the nature of employment, 70.8 per cent were regular paid employees of which 41.5 per cent were male and 29.3 per cent female. Contract employees comprised of 12.7 per cent male and 2.9 per cent female, while casual employees made up 12.5 per cent male and 1.0 per cent female employees.

Chart 8: Percentage share of employees by nature of employment



PART III: OBSTACLES TO BUSINESS OPERATION AND GROWTH

3.1 Challenges Overview

The survey also captured the varying degrees of internal and external challenges faced by these establishments that affected their business operation and growth. Some of the challenges faced by the establishments were access to market, access to finance and land, trade regulations, labour rules and regulations, business competition, not being able to recruit competent workers with required skills and/or qualification, and worker turnover.

The challenges that most of the businesses faced came from those establishments located in Thimphu and Phuentsholing regions. Business competition (71.9 per cent), access to market (66.3 per cent) and worker turnover (54.4 per cent) were the three major challenges the establishments faced against smooth business operation and growth. Labour laws and regulations with 19.1 per cent, trading rules and regulations with 17.2 per cent and licensing and permit system with 17.0 per cent marked the least of their concerns. Majority of these challenges were expressed by the cottage scale establishments.

Table 3: Percentage share of possible obstacles to business by scale of establishment

Sl. No.	Possible obstacles to business	Cottage	Small	Medium	Large	Total
1	Access to market	49.7	13.7	2.6	0.4	66.3
2	Access to finance	33.8	10.0	2.1	0.4	46.3
3	Access to Land	69.6	23.8	5.4	1.2	31.5
4	Access to skilled and qualified workers	66.5	26.7	5.7	1.2	37.9
5	Licensing and permit system	65.9	27.2	5.5	1.4	17.0
6	Trading rules and regulations	66.3	25.5	6.6	1.7	17.2
7	Labour law and regulation	63.8	26.0	8.3	1.9	19.1
8	Transportation and logistic	69.1	24.3	5.3	1.3	24.2

Sl. No.	Possible obstacles to business	Cottage	Small	Medium	Large	Total
9	Telecommunication	70.8	22.6	5.0	1.6	33.4
10	internet connectivity/facilities	69.5	23.7	5.6	1.2	39.2
11	Competencies of workers to carry out job roles	66.9	26.6	5.2	1.3	31.8
12	Management skills within the establishment	68.9	24.3	5.3	1.5	24.6
13	Business competition	70.4	24.0	4.9	0.7	71.9
14	Labour turnover	63.4	28.4	6.9	1.4	54.4

3.2 Obstacles and Economic Sector

Economic sector wise, majority of the challenges were reported in greater terms from the Services sector while the minority effects were from the Education and Training sector.

Table 4: Percentage share of possible obstacles to business by economic sector

Sl. No.	Possible obstacles to business	Construction	Education & Training	ICT	Production	Services	Tourism	Total
1	Access to market	2.7	1.5	4.6	5.6	44.0	7.9	66.3
2	Access to finance	2.0	1.1	3.4	3.8	30.9	5.1	46.3
3	Licensing and permits	1.0	0.4	1.1	1.7	10.9	1.9	17.0
4	Trading rules and regulations	1.0	0.4	1.2	1.5	10.9	2.2	17.2
5	Transportation and logistic	1.1	0.7	1.8	2.6	15.1	2.9	24.2
6	Adequate workers with skills and qualification	1.8	1.1	2.3	4.2	23.5	5.1	37.9
7	Access to Land	1.2	0.9	2.2	2.4	21.5	3.3	31.5
8	Telecommunication	1.2	0.8	2.3	3.8	21.7	3.5	33.4
9	Internet connectivity/facilities	1.4	1.0	2.8	4.3	24.8	4.8	39.2
10	Labour law and regulation	1.1	0.5	1.3	2.4	11.4	2.2	19.1

Sl. No.	Possible obstacles to business	Construction	Education & Training	ICT	Production	Services	Tourism	Total
11	Competencies of workers to carry out their job	1.5	0.8	2.2	3.4	19.7	4.2	31.8
12	Management skills within the establishment	1.1	0.6	1.9	2.3	15.5	3.2	24.6
13	Business competition with similar business	3.2	1.6	5.0	6.8	45.6	9.6	71.9
14	Job hopping and employee poaching	2.9	1.6	3.7	6.8	31.8	7.6	54.4

PART IV: HUMAN RESOURCE DEVELOPMENT

4.1 Human Resource Development Overview

Majority of the large scale establishments were aware and complied with the Labour and Employment Act of Bhutan 2007. These establishments had internal service rules in place, provident fund for their employees and proper occupation health and safety measures among others – which contributed towards the establishments’ conducive working conditions and environment and led to well-being and development of their employees. On the contrary, most of the cottage and small scale establishments were at a disadvantage with regard to encouraging a conducive working space for the development of their employees.

Table 5: Percentage share of establishments by establishment regulations and scale

Particulars	Cottage	Small	Medium	Large	Total
1. Establishment has Internal Service Rule (ISR)	11.6	13.0	4.7	1.3	30.6
2. Establishment has trained employees in occupational health and safety	2.8	6.1	2.7	1.0	12.6
3. Establishment has health and safety focal officer	1.2	2.9	2.0	0.9	7.0
4. Establishment has Provident Fund for employees	3.3	7.9	4.2	1.2	16.6
5. Establishment has overtime payment for employees	9.3	11.2	3.5	1.0	25.0
6. Establishment keeps record for wages paid to employees	30.4	21.0	5.3	1.2	58.0
7. Establishment has written contract/terms of employment for staff and new recruits	14.5	13.2	4.1	0.9	32.7
8. Establishment has clear job roles and responsibilities to staff and new recruits	48.6	21.3	5.3	1.3	76.6

4.2 Maternity Leave

Regarding the provision of maternity leave for their female employees, 3,469 establishments (70.2 per cent) provided maternity leave for one month to less than three months with about 49.2 per cent of them from cottage scale establishments followed by small scale establishments with 17.1 per cent.

Table 6: Percentage share of establishments with duration of maternity leave and establishment scale

Duration of maternity leave	Cottage	Small	Medium	Large	Total
Less than one month	10.5	2.0	0.2	0.0	12.7
One month to less than three months	49.2	17.1	3.5	0.4	70.2
Three to six months	7.2	5.1	1.8	0.8	15.0
None	1.8	0.3	0.0	0.0	2.1

4.3 Provision of Training

In terms of training provisions for employees, 55.4 per cent of the establishments did not provide any form of training whatsoever leaving about 2,204 establishments that did. A majority of the trainings provided were In-house with 28.8 per cent followed by on-the-job-trainings with 19.0 per cent. Large scale establishments were doing comparably better in this field. Only 5.3 per cent provided trainings outside the country, which were more prominent in large and medium scale establishments.

Table 7: Percentage share of types of training provided by establishment scale

Training types	Cottage	Small	Medium	Large	Total
In-house training	19.6	44.8	62.4	76.2	28.8
In-country training	6.6	20.8	46.4	66.7	13.0
Ex-country training	1.5	8.7	23.7	65.1	5.3
On-Job-Training	12.0	31.4	40.5	63.5	19.0

Among the 3,994 establishments surveyed, 95.7 per cent of them reported that they do not have any budget kept aside for training needs. This implies that not only do a majority of our establishments lack a clearer human resource development strategy but may also be lacking structural and financial support needed to provide trainings for their employees.

Table 8: Percentage share of training budget range by establishment scale

Training budget range	Cottage	Small	Medium	Large	Total
<i>None</i>	98.8	93.4	80.3	41.3	95.7
less than 20,000	0.3	1.2	1.1	1.6	0.6
20,001 to 50,000	0.2	1.2	1.1	1.6	0.5
50,001 to 80,000	0.1	0.4	1.1	1.6	0.3
80,001 to 100,000	0.1	0.7	1.1	0.0	0.3
100,001 to 200,000	0.1	1.2	3.3	0.0	0.5
200,001 to 300,000	0.1	0.6	1.8	1.6	0.3
300,001 to 400,000	0.0	0.1	1.5	1.6	0.1
> 500,000	0.3	1.3	8.8	50.8	1.6

PART V: HUMAN RESOURCE REQUIREMENT IN THE NEXT FIVE YEARS

5.1 General Summary

About 17.1 percent (845) of total establishments reported to have faced difficulty hiring people in the past one year which agreed with the previous finding that access to skilled workforce was not much of a major concern among the establishments studied. This difficulty was most likely felt among cottage and small establishments, specifically under Services, Tourism and Production sectors. A majority of the establishments reported difficulty in hiring people for Services and Sales Workers, Elementary Occupations and Craft and Related Trade Workers.

Assessing the human resource requirement for the 12th Five Year Plan (FYP), from 2019 – 2023, 3,991 establishments expressed plans for new hiring in the new plan period with 57.7 per cent of these establishments in Thimphu region and 17.0 per cent in Phuentsholing region. Gelephu and Samdrup Jongkhar region made up only 5.6 per cent and 4.2 per cent of these establishments respectively.

Table 9: Percentage share of establishments that have recruitment plans by sector (2019-2023)

Region	Cottage	Small	Medium	Large	Total
Thimphu region	36.7	16.4	4.0	0.6	57.7
Phuentsholing region	10.9	4.4	1.3	0.4	17.0
Gelephu region	4.1	1.3	0.2	0.0	5.6
Samdrup Jongkhar region	2.8	1.3	0.1	0.0	4.2
Mongar region	6.0	1.5	0.2	0.0	7.7
Trongsa region	6.3	1.3	0.1	0.1	7.8
Total	66.8	26.2	5.9	1.1	100

Demand for new recruits were high from cottage and small scale establishments - 2,666 cottage scale and 1,047 small scale establishments. There were 235 medium scale and 43 small scale establishments that expressed no prospect for employment in the upcoming plan period.

Sector wise, employment scenarios in the next plan period was high in Service sector with 61.1 per cent, followed by 13.7 per cent in the Tourism sector. Construction, and Education and Training sectors reported the lowest prospects with 4.8 per cent and 3.2 per cent respectively.

Table 10: Percentage share of establishments that have recruitment plans by sector (2019-2023)

Main Sector	Cottage	Small	Medium	Large	Total
Construction	1.5	2.4	0.8	0.2	4.8
Education & Training	1.0	1.3	0.7	0.1	3.2
ICT	4.4	1.6	0.4	0.1	6.4
Production	5.3	4.1	1.0	0.3	10.8
Services	48.2	11.2	1.3	0.3	61.1
Tourism	6.3	5.6	1.7	0.1	13.7
Total	66.8	26.2	5.9	1.1	100

5.2 Recruitment by Major Occupation

The survey collected 16,306 prospects from 3,991 establishments for the 12th FYP – with 69.3 per cent of these potential hiring from Thimphu region alone and 14.2 per cent from Phuentsholing region. More than 70 per cent of these opportunities were from Cottage and Small scale industries. The highest number

of vacancies were for Services and sales workers with 28.4 per cent. This was followed by Crafts and Related Trade Workers and Elementary Occupations with 20.1 per cent and 15.7 per cent respectively.

Table 11: Percentage share of recruitments by major occupation and scale

Major Occupation	Cottage	Small	Medium	Large	Total
Managers	0.5	0.6	0.6	0.2	1.8
Professionals	2.5	4.0	2.8	1.5	10.7
Technicians and Associate Professionals	4.2	3.1	2.9	4.9	15.0
Clerical Support Workers	0.8	1.0	1.2	0.3	3.3
Services and Sales Workers	20.5	6.4	1.3	0.2	28.4
Forestry Workers	0.0	0.0	0.2	0.0	0.2
Craft and Related Trades Workers	7.4	7.5	3.9	1.2	20.1
Plant and Machine Operators and Assemblers	0.5	1.4	0.9	2.0	4.8
Elementary Occupations	6.3	4.9	1.4	3.2	15.7
Total	42.6	28.9	15.2	13.3	100

5.3 Recruitment by Education

In terms of recruitment by educational level, 28.6 per cent were allocated for middle secondary followed by 23.6 per cent for higher secondary and 22.9 per cent for lower secondary. The demand for Bachelor's degree level was 10.9 per cent and for Master's degree and above, it was only 1.3 per cent of the total demand.

Table 12: Percentage share of recruitment by major occupation and education

Major Occupation	No education	Below Class 10	Class 10	Class 12	Bachelors Degree	Masters & above	Total
Managers	0.0	0.1	0.1	0.0	1.2	0.1	1.5
Professionals	0.0	0.0	0.2	0.8	8.6	1.1	10.7
Technicians and Associate Professionals	0.1	0.3	4.9	9.6	0.2	0.0	15.0
Clerical Support Workers	0.0	0.2	0.5	2.5	0.1	0.0	3.3
Services and Sales Workers	3.7	6.9	13.2	3.8	0.7	0.0	28.3
Forestry Workers	0.0	0.0	5.5	0.2	0.0	0.0	5.7
Craft and Related Trades Workers	4.2	5.8	0.9	4.5	0.0	0.1	15.5
Plant and Machine Operators and Assemblers	0.4	2.9	3.2	0.4	0.0	0.0	7.0
Elementary Occupations	4.3	7.3	0.3	0.8	0.0	0.0	12.9
Total	12.8	23.6	28.9	22.5	10.9	1.3	100

5.4 Recruitment by Training requirements

Skill wise demand for these occupations, 60.9 per cent of the future demands required short term skilling certificate as a pre-requisite. A majority of these short-term training requirements were for those in Services and Sales workers category (23.6 per cent) and Craft and Related workers category (11.0 per cent). This was followed by 14.4 per cent of the demands for occupations that did not require any form of short-term or long term training for recruitment.

Table 13: Percentage share of recruitment by training requirements

Major occupation	Short-term Skilling Certificate	Vocational Certificate	Vocational Diploma	Post Graduation Diploma/Certificate	None	Total
Managers	1.0	0.1	0.1	0.5	0.1	1.8
Professionals	4.3	0.6	0.6	3.9	1.3	10.7
Technicians and Associate Professionals	5.7	2.9	2.3	0.1	3.9	15.0
Clerical Support Workers	2.6	0.1	0.1	0.1	0.5	3.3
Services and Sales Workers	23.6	1.2	0.3	0.1	3.2	28.4
Forestry Workers	0.0	0.0	0.2	0.0	0.0	0.2
Craft and Related Trades Workers	11.1	5.5	2.4	0.1	1.0	20.1
Plant and Machine Operators and Assemblers	2.0	2.2	0.0	0.0	0.5	4.8
Elementary Occupations	10.7	1.1	0.1	0.0	3.8	15.7
Total	60.9	13.7	6.2	4.8	14.4	100

SECTION 3:
STATISTICAL TABLES

PART I: GENERAL ESTABLISHMENTS DETAILS

Table 1.0: Establishments covered by Dzongkhag and area

Dzongkhag	Rural	Urban	Total
Bumthang	39	147	186
Chhukha	96	621	717
Dagana	29	38	67
Gasa	20	4	24
Haa	27	41	68
Lhuentse	11	18	29
Mongar	47	93	140
Paro	147	237	384
Pemagatshel	111	18	129
Punakha	71	136	207
Samdrup Jongkhar	95	142	237
Samtse	125	81	206
Sarpang	41	234	275
Thimphu	101	1,527	1,628
Trashigang	62	69	131
Trashiyangtse	34	34	68
Trongsa	39	36	75
Tsirang	8	54	62
Wangdue	121	106	227
Zhemgang	15	64	79
Total	1,239	3,700	4,939

Table 1.1: Establishments covered by trade region and area

Region	Rural	Urban	Total
Thimphu region	487	2,051	2,538
Phuentsholing region	221	702	923
Gelephu region	78	326	404
Samdrup Jongkhar region	206	160	366
Mongar region	154	214	368
Trongsa region	93	247	340
Total	1,239	3,700	4,939

Table 1.2: Establishments covered by trade region and sector

Sector	Construction	Education & Training	ICT	Production	Services	Tourism	Total
Thimphu region	102	100	173	219	1,567	377	2,538
Phuentsholing region	28	17	79	125	607	67	923
Gelephu region	17	7	34	27	287	32	404
Samdrup Jongkhar region	18	8	31	61	211	37	366
Mongar region	24	10	11	59	234	30	368
Trongsa region	44	0	11	39	183	63	340
Total	233	142	339	530	3,089	606	4,939

Table 1.3: Establishments covered by trade region and scale

Region	Cottage	Small	Medium	Large	Total
Thimphu region	1,609	718	179	32	2,538
Phuentsholing region	620	224	63	16	923
Gelephu region	324	67	13	0	404
Samdrup Jongkhar region	273	79	7	7	366
Mongar region	296	64	7	1	368
Trongsa region	273	55	5	7	340
Total	3,395	1,207	274	63	4,939

Table 1.4: Establishments covered by sector and scale

Sector	Cottage	Small	Medium	Large	Total
Construction	71	108	39	15	233
Education & Training	47	60	30	5	142
ICT	240	80	15	4	339
Production	269	192	51	18	530
Services	2,493	518	62	16	3,089
Tourism	275	249	77	5	606
Total	3,395	1,207	274	63	4,939

Table 1.5: Establishments covered by subsector and scale

Sub-sector	Cottage	Small	Medium	Large	Total
Automobile Services	100	151	22	0	273
Café, restaurant & bar	1,629	163	4	0	1,796
Tailoring	187	28	2	0	217
Hair & beauty	229	17	1	0	247
Other services	347	159	33	16	555
Tour operator	103	57	14	0	174
Hotels & resorts	172	192	63	5	432
Pre-primary/primary education	22	29	4	0	55
Secondary education	2	4	16	0	22
Tertiary education	1	0	6	5	12
Training provider	22	27	4	0	53
Film & media	75	35	4	2	116
ICT repair & services	166	45	11	2	224
Production - others	79	80	21	12	192
Production - wood & furniture related	138	82	18	1	239
Production - food related	52	30	12	5	99
Hydro construction	0	4	7	13	24
Non-hydro construction	71	104	32	2	209
Total	3,395	1,207	274	63	4,939

Table 1.6: Establishments covered by type of organization and scale

Type of organization	Cottage	Small	Medium	Large	Total
Sole proprietorship	3,295	1,063	189	7	4,554
Partnership	52	42	12	1	107
Private Limited Company	23	54	33	11	121
Government Owned Company	7	2	16	26	51
FDI/Foreign based company	2	9	14	15	40
NGO/CSO	10	30	7	0	47
Co-operatives	6	7	3	3	19
Total	3,395	1,207	274	63	4,939

Table 1.7: Establishments covered by major economic activity and scale

Major economic activity	Cottage	Small	Medium	Large	Total
Mining and Quarrying	6	20	9	3	38
Manufacturing	512	232	52	18	814
Electricity and Gas Supply	2	5	5	3	15
Water Supply, Sewerage, Waste Management and Remediation Activities	1	3	0	0	4
Construction	72	112	38	14	236
Wholesale Trade & Repair of Motor Vehicles	167	169	27	1	364
Transportation and Storage	9	9	6	1	25
Accommodation and Food Service Activities	1,804	359	68	5	2,236
Information and Communication	79	43	4	2	128
Financial and Insurance Activities	2	5	1	8	16
Real Estate Activities	1	2	0	1	4
Professional, Scientific and Technical Activities	126	33	2	1	162
Tour Operator & Other Support Service Activities	153	76	19	0	248
Education	43	60	29	5	137
Human Health and Social Work Activities	9	20	4	0	33
Arts, Entertainment and Recreation	10	7	4	1	22
Other Service Activities	399	51	4	0	454
Activities of Extraterritorial Organizations	0	1	2	0	3
Total	3,395	1,207	274	63	4,939

PART II: EMPLOYEE DETAILS

Table 2.0: Number of employees by major occupation and education level

Total employees by occupation and education - Male							
Major occupation	No Education	Below Class 10	Class 10	Class 12	Bachelor's Degree	Master's Degree & above	Total
Managers	143	355	204	415	439	72	1,628
Professionals	0	6	32	71	1,347	375	1,831
Technicians and Associate Professionals	44	257	513	1,420	253	22	2,509
Clerical Support Workers	72	417	438	1,195	1,307	276	3,705
Services and Sales Workers	331	957	417	422	81	4	2,212
Forestry Workers	36	36	20	34	4	2	132
Craft and Related Trades Workers	1,183	3,925	1,510	933	178	17	7,746
Plant and Machine Operators and Assemblers	677	2,088	554	193	39	1	3,552
Elementary Occupations	880	2,873	1,277	758	62	8	5,858
Total	3,366	10,914	4,965	5,441	3,710	777	29,173
Total employees by occupation and education - Female							
Major occupation	No Education	Below Class 10	Class 10	Class 12	Bachelor's Degree	Master's Degree & above	Total
Managers	333	570	314	396	230	34	1,877
Professionals	0	6	45	209	834	220	1,314
Technicians and Associate Professionals	8	52	281	1,281	119	9	1,750
Clerical Support Workers	45	271	419	1,053	588	214	2,590
Services and Sales Workers	225	665	562	464	48	3	1,967
Forestry Workers	13	6	40	36	3	0	98
Craft and Related Trades Workers	163	454	314	254	4	0	1,189
Plant and Machine Operators and Assemblers	53	181	50	26	1	0	311
Elementary Occupations	644	1,245	925	567	42	0	3,423
Total	1,484	3,450	2,950	4,286	1,869	480	14,519
Total employees by occupation and education - Both male & female							
Major occupation	No Education	Below Class 10	Class 10	Class 12	Bachelor's Degree	Master's Degree & above	Total
Managers	476	925	518	811	669	106	3,505
Professionals	0	12	77	280	2,181	595	3,145
Technicians and Associate Professionals	52	309	794	2,701	372	31	4,259
Clerical Support Workers	117	688	857	2,248	1,895	490	6,295
Services and Sales Workers	556	1,622	979	886	129	7	4,179
Forestry Workers	49	42	60	70	7	2	230
Craft and Related Trades Workers	1,346	4,379	1,824	1,187	182	17	8,935
Plant and Machine Operators and Assemblers	730	2,269	604	219	40	1	3,863
Elementary Occupations	1,524	4,118	2,202	1,325	104	8	9,281
Total	4,850	14,364	7,915	9,727	5,579	1,257	43,692

Table 2.1: Number of employees by major occupation and nature of employment

Total employees by major occupation and nature of employment - Male				
Major occupation	Regular	Contract	Casual	Total
Managers	1,546	59	23	1,628
Professionals	1,363	438	30	1,831
Technicians and Associate Professionals	1,858	569	82	2,509
Clerical Support Workers	3,322	314	69	3,705
Services and Sales Workers	1,807	326	79	2,212
Forestry Workers	94	38	0	132
Craft and Related Trades Workers	2,932	1,687	3,127	7,746
Plant and Machine Operators and Assemblers	1,915	751	886	3,552
Elementary Occupations	3,312	1,372	1,174	5,858
Total	18,149	5,554	5,470	29,173
Total employees by major occupation and nature of employment - Female				
Major occupation	Regular	Contract	Casual	Total
Managers	1,858	11	8	1,877
Professionals	1,101	185	28	1,314
Technicians and Associate Professionals	1,447	288	15	1,750
Clerical Support Workers	2,416	152	22	2,590
Services and Sales Workers	1,846	67	54	1,967
Forestry Workers	19	79	0	98
Craft and Related Trades Workers	1,082	67	40	1,189
Plant and Machine Operators and Assemblers	298	6	7	311
Elementary Occupations	2,747	407	269	3,423
Total	12,814	1,262	443	14,519
Total employees by major occupation and nature of employment				
Major occupation	Regular	Contract	Casual	Total
Managers	3,404	70	31	3,505
Professionals	2,464	623	58	3,145
Technicians and Associate Professionals	3,305	857	97	4,259
Clerical Support Workers	5,738	466	91	6,295
Services and Sales Workers	3,653	393	133	4,179
Forestry Workers	113	117	0	230
Craft and Related Trades Workers	4,014	1,754	3,167	8,935
Plant and Machine Operators and Assemblers	2,213	757	893	3,863
Elementary Occupations	6,059	1,779	1,443	9,281
Total	30,963	6,816	5,913	43,692

Table 2.2: Number of employees by education level and nature of employment

Total employees by education and nature of employment - Male				
Education	Regular	Contract	Casual	Total
No Education	1,735	699	932	3,366
Below Class 10	5,644	2,689	2,581	10,914
Class 10	3,238	577	1,150	4,965
Class 12	4,042	854	545	5,441
Bachelor's Degree	2,890	581	239	3,710
Master's Degree & above	600	154	23	777
Total	18,149	5,554	5,470	29,173
Total employees by education and nature of employment - Female				
Education	Regular	Contract	Casual	Total
No Education	1,207	99	178	1,484
Below Class 10	3,177	163	110	3,450
Class 10	2,628	259	63	2,950
Class 12	3,700	535	51	4,286
Bachelor's Degree	1,658	178	33	1,869
Master's Degree & above	444	28	8	480
Total	12,814	1,262	443	14,519
Total employees by education and nature of employment				
Education	Regular	Contract	Casual	Total
No Education	2,942	798	1,110	4,850
Below Class 10	8,821	2,852	2,691	14,364
Class 10	5,866	836	1,213	7,915
Class 12	7,742	1,389	596	9,727
Bachelor's Degree	4,548	759	272	5,579
Master's Degree & abo	1,044	182	31	1,257
Total	30,963	6,816	5,913	43,692

Table 2.3: Number of employees by major occupation and trade region

Total employees by major occupation and region - Male							
Major occupation	Thimphu region	Phuentsholing region	Gelephu region	Samdrup Jongkhar region	Mongar region	Trongsa region	Total
Managers	861	315	104	102	101	145	1,628
Professionals	1,265	159	36	72	140	159	1,831
Technicians and Associate Professionals	1,490	393	47	86	84	409	2,509
Clerical Support Workers	2,381	660	144	190	112	218	3,705
Services and Sales Workers	1,373	449	92	113	56	129	2,212
Forestry Workers	38	0	0	0	0	94	132
Craft and Related Trades Workers	4,332	756	135	203	188	2,132	7,746
Plant and Machine Operators and Assemblers	2,094	457	50	145	80	726	3,552
Elementary Occupations	2,939	1,032	175	335	154	1,223	5,858
Total	16,773	4,221	783	1,246	915	5,235	29,173

Total employees by major occupation and region - Female							
Major occupation	Thimphu region	Phuentsholing region	Gelephu region	Samdrup Jongkhar region	Mongar region	Trongsa region	Total
Managers	961	338	165	67	144	202	1,877
Professionals	1,085	93	25	25	54	32	1,314
Technicians and Associate Professionals	1,282	295	28	53	28	64	1,750
Clerical Support Workers	1,855	382	78	135	68	72	2,590
Services and Sales Workers	1,454	253	66	47	50	97	1,967
Forestry Workers	79	0	0	0	0	19	98
Craft and Related Trades Workers	999	54	38	35	44	19	1,189
Plant and Machine Operators and Assemblers	266	8	1	29	3	4	311
Elementary Occupations	2,114	605	141	170	143	250	3,423
Total	10,095	2,028	542	561	534	759	14,519

Total employees by major occupation and region							
Major occupation	Thimphu region	Phuentsholing region	Gelephu region	Samdrup Jongkhar region	Mongar region	Trongsa region	Total
Managers	1,822	653	269	169	245	347	3,505
Professionals	2,350	252	61	97	194	191	3,145
Technicians and Associate Professionals	2,772	688	75	139	112	473	4,259
Clerical Support Workers	4,236	1,042	222	325	180	290	6,295
Services and Sales Workers	2,827	702	158	160	106	226	4,179
Forestry Workers	117	0	0	0	0	113	230
Craft and Related Trades Workers	5,331	810	173	238	232	2,151	8,935
Plant and Machine Operators and Assemblers	2,360	465	51	174	83	730	3,863
Elementary Occupations	5,053	1,637	316	505	297	1,473	9,281
Total	26,868	6,249	1,325	1,807	1,449	5,994	43,692

Table 2.4: Number of employees by major occupation and establishment scale

Total employees by major occupation and scale - Male					
Major occupation	Cottage	Small	Medium	Large	Total
Managers	887	463	87	191	1,628
Professionals	290	382	392	767	1,831
Technicians and Associate Professionals	458	520	287	1,244	2,509
Clerical Support Workers	1,259	981	624	841	3,705
Services and Sales Workers	671	720	401	420	2,212
Forestry Workers	90	0	4	38	132
Craft and Related Trades Workers	825	1,235	494	5,192	7,746
Plant and Machine Operators and Assemblers	285	548	539	2,180	3,552
Elementary Occupations	1,105	1,171	847	2,735	5,858
Total	5,870	6,020	3,675	13,608	29,173
Total employees by major occupation and scale - Female					
Major occupation	Cottage	Small	Medium	Large	Total
Managers	1,466	298	53	60	1,877
Professionals	268	353	258	435	1,314
Technicians and Associate Professionals	347	320	186	897	1,750
Clerical Support Workers	916	639	399	636	2,590
Services and Sales Workers	689	704	328	246	1,967
Forestry Workers	1	0	18	79	98
Craft and Related Trades Workers	253	233	75	628	1,189
Plant and Machine Operators and Assemblers	11	24	53	223	311
Elementary Occupations	1,054	880	763	726	3,423
Total	5,005	3,451	2,133	3,930	14,519
Total employees by major occupation and scale					
Major occupation	Cottage	Small	Medium	Large	Total
Managers	2,353	761	140	251	3,505
Professionals	558	735	650	1,202	3,145
Technicians and Associate Professionals	805	840	473	2,141	4,259
Clerical Support Workers	2,175	1,620	1,023	1,477	6,295
Services and Sales Workers	1,360	1,424	729	666	4,179
Forestry Workers	91	0	22	117	230
Craft and Related Trades Workers	1,078	1,468	569	5,820	8,935
Plant and Machine Operators and Assemblers	296	572	592	2,403	3,863
Elementary Occupations	2,159	2,051	1,610	3,461	9,281
Total	10,875	9,471	5,808	17,538	43,692

Table 2.5: Number of employees by major occupation and economic sector

(a) Total employees by major occupation and sector - Male							
Major occupation	Construction	Education & Training	ICT	Production	Services	Tourism	Total
Managers	171	6	55	222	787	387	1,628
Professionals	564	553	114	72	466	62	1,831
Technicians and Associate Professionals	1,116	55	240	211	660	227	2,509
Clerical Support Workers	503	66	465	553	1,761	357	3,705
Services and Sales Workers	277	77	49	114	887	808	2,212
Forestry Workers	0	0	0	94	38	0	132
Craft and Related Trades Workers	5,066	29	191	748	1,633	79	7,746
Plant and Machine Operators and Assemblers	2,338	40	167	420	355	232	3,552
Elementary Occupations	2,474	53	182	1,185	1,291	673	5,858
Total	12,509	879	1,463	3,619	7,878	2,825	29,173

(b) Total employees by major occupation and sector - Female							
Major occupation	Construction	Education & Training	ICT	Production	Services	Tourism	Total
Managers	35	19	12	86	1,392	333	1,877
Professionals	121	493	76	47	533	44	1,314
Technicians and Associate Professionals	202	59	417	104	805	163	1,750
Clerical Support Workers	163	91	244	274	1,496	322	2,590
Services and Sales Workers	37	15	30	66	1,159	660	1,967
Forestry Workers	0	0	0	19	79	0	98
Craft and Related Trades Workers	25	7	24	235	886	12	1,189
Plant and Machine Operators and Assemblers	6	2	3	35	197	68	311
Elementary Occupations	326	83	60	528	1,217	1,209	3,423
Total	915	769	866	1,394	7,764	2,811	14,519

(c)Total employees by major occupation and sector							
Major occupation	Construction	Education & Training	ICT	Production	Services	Tourism	Total
Managers	206	25	67	308	2,179	720	3,505
Professionals	685	1,046	190	119	999	106	3,145
Technicians and Assoc	1,318	114	657	315	1,465	390	4,259
Clerical Support Work	666	157	709	827	3,257	679	6,295
Services and Sales Wo	314	92	79	180	2,046	1,468	4,179
Forestry Workers	0	0	0	113	117	0	230
Craft and Related Tra	5,091	36	215	983	2,519	91	8,935
Plant and Machine Ope	2,344	42	170	455	552	300	3,863
Elementary Occupation	2,800	136	242	1,713	2,508	1,882	9,281
Total	13,424	1,648	2,329	5,013	15,642	5,636	43,692

Table 2.6: Number of employees by major occupation and type of organization

(a) Total employees by major occupation and organization - Male								
Major occupation	Sole proprietorship	Partnership	Private Limited Company	Government Owned Company	FDI/ Foreign based companies	NGO/CSO	Co-operatives	Total
Managers	1,307	42	122	67	42	4	44	1,628
Professionals	534	35	195	878	141	27	21	1,831
Technicians and Associate Professionals	759	48	184	917	557	22	22	2,509
Clerical Support Workers	1,820	122	255	1020	303	91	94	3,705
Services and Sales Workers	1,352	60	81	546	143	6	24	2,212
Forestry Workers	0	4	0	38	0	0	90	132
Craft and Related Trades Workers	2,400	86	223	1,967	3,027	1	42	7,746
Plant and Machine Operators and Assemblers	970	100	351	794	1,318	7	12	3,552
Elementary Occupations	2,304	146	256	1,660	1,340	28	124	5,858
Total	11,446	643	1,667	7,887	6,871	186	473	29,173

(b) Total employees by major occupation and organization - Female								
Major occupation	Sole proprietorship	Partnership	Private Limited Company	Government Owned Company	FDI/ Foreign based companies	NGO/CSO	Co-operatives	Total
Managers	1,750	27	28	49	11	1	11	1,877
Professionals	535	22	107	585	32	28	5	1,314
Technicians and Associate Professionals	466	34	127	732	361	19	11	1,750
Clerical Support Workers	1,247	71	145	865	120	88	54	2,590
Services and Sales Workers	1,559	69	37	238	42	10	12	1,967
Forestry Workers	0	18	0	79	0	0	1	98
Craft and Related Trades Workers	433	25	21	675	2	16	17	1,189
Plant and Machine Operators and Assemblers	93	9	4	196	4		5	311
Elementary Occupations	2,278	140	102	647	191	13	52	3,423
Total	8,361	415	571	4,066	763	175	168	14,519

(c) Total employees by major occupation and organization								
Major occupation	Sole proprietorship	Partnership	Private Limited Company	Government Owned Company	FDI/ Foreign based companies	NGO/CSO	Co-operatives	Total
Managers	3,057	69	150	116	53	5	55	3,505
Professionals	1,069	57	302	1,463	173	55	26	3,145
Technicians and Associate Professionals	1,225	82	311	1,649	918	41	33	4,259
Clerical Support Workers	3,067	193	400	1,885	423	179	148	6,295
Services and Sales Workers	2,911	129	118	784	185	16	36	4,179
Forestry Workers	0	22	0	117	0	0	91	230
Craft and Related Trades Workers	2,833	111	244	2,642	3,029	17	59	8,935
Plant and Machine Operators and Assemblers	1,063	109	355	990	1,322	7	17	3,863
Elementary Occupations	4,582	286	358	2,307	1,531	41	176	9,281
Total	19,807	1058	2,238	11,953	7,634	361	641	43,692

Table 2.7: Number of employees by education level and trade region

Total employees by education and region - Male							
Education	Thimphu region	Phuentsholing region	Gelephu region	Samdrup Jongkhar region	Mongar region	Trongsa region	Total
No Education	1,952	360	32	218	113	691	3,366
Below Class 10	5,559	1,933	395	285	341	2,401	10,914
Class 10	2,930	582	110	318	120	905	4,965
Class 12	3,356	773	122	260	155	775	5,441
Bachelor's Degree	2,438	495	121	139	110	407	3,710
Master's Degree & above	538	78	3	26	76	56	777
Total	16,773	4,221	783	1,246	915	5,235	29,173
Total employees by education and region - Female							
Education	Thimphu region	Phuentsholing region	Gelephu region	Samdrup Jongkhar region	Mongar region	Trongsa region	Total
No Education	932	162	20	114	56	200	1,484
Below Class 10	2,110	734	204	88	198	116	3,450
Class 10	2,029	340	122	164	125	170	2,950
Class 12	3,082	602	151	146	100	205	4,286
Bachelor's Degree	1,510	167	44	49	33	66	1,869
Master's Degree & above	432	23	1		22	2	480
Total	10,095	2,028	542	561	534	759	14,519
Total employees by education and region							
Education	Thimphu region	Phuentsholing region	Gelephu region	Samdrup Jongkhar region	Mongar region	Trongsa region	Total
No Education	2,884	522	52	332	169	891	4,850
Below Class 10	7,669	2,667	599	373	539	2,517	14,364
Class 10	4,959	922	232	482	245	1,075	7,915
Class 12	6,438	1,375	273	406	255	980	9,727
Bachelor's Degree	3,948	662	165	188	143	473	5,579
Master's Degree & abo	970	101	4	26	98	58	1,257
Total	26,868	6,249	1325	1,807	1449	5,994	43,692

Table 2.8: Number of employees by education level and establishment scale

Total employees by education and scale - Male					
Education	Cottage	Small	Medium	Large	Total
No Education	861	647	329	1,529	3,366
Below Class 10	1,844	2,183	1,170	5,717	10,914
Class 10	972	985	592	2,416	4,965
Class 12	1,262	1,133	748	2,298	5,441
Bachelor's Degree	791	944	680	1,295	3,710
Master's Degree & above	140	128	156	353	777
Total	5,870	6,020	3,675	13,608	29,173
Total employees by education and scale - Female					
Education	Cottage	Small	Medium	Large	Total
No Education	740	265	173	306	1,484
Below Class 10	1,501	780	386	783	3,450
Class 10	984	874	455	637	2,950
Class 12	1,239	977	700	1,370	4,286
Bachelor's Degree	482	503	382	502	1,869
Master's Degree & above	59	52	37	332	480
Total	5,005	3,451	2,133	3,930	14,519
Total employees by education and scale					
Education	Cottage	Small	Medium	Large	Total
No Education	1,601	912	502	1,835	4,850
Below Class 10	3,345	2,963	1,556	6,500	14,364
Class 10	1,956	1,859	1,047	3,053	7,915
Class 12	2,501	2,110	1,448	3,668	9,727
Bachelor's Degree	1,273	1,447	1,062	1,797	5,579
Master's Degree & abo	199	180	193	685	1,257
Total	10,875	9,471	5,808	17,538	43,692

Table 2.9: Number of employees by education level and economic sector

Total employees by education and sector - Male							
Education	Construction	Education & Training	ICT	Production	Services	Tourism	Total
No Education	1,468	59	116	546	989	188	3,366
Below Class 10	5,811	82	330	1,283	2,681	727	10,914
Class 10	2,146	66	275	743	1,184	551	4,965
Class 12	1,809	132	402	659	1,629	810	5,441
Bachelor's Degree	1,113	297	314	347	1,138	501	3,710
Master's Degree & above	162	243	26	41	257	48	777
Total	12,509	879	1,463	3,619	7,878	2,825	29,173
Total employees by education and sector - Female							
Education	Construction	Education & Training	ICT	Production	Services	Tourism	Total
No Education	84	33	21	216	876	254	1,484
Below Class 10	146	64	53	379	2,253	555	3,450
Class 10	175	59	147	324	1,464	781	2,950
Class 12	319	267	506	366	1,964	864	4,286
Bachelor's Degree	183	267	125	103	849	342	1,869
Master's Degree & above	8	79	14	6	358	15	480
Total	915	769	866	1,394	7,764	2,811	14,519
Total employees by education and sector							
Education	Construction	Education & Training	ICT	Production	Services	Tourism	Total
No Education	1,552	92	137	762	1,865	442	4,850
Below Class 10	5,957	146	383	1,662	4,934	1,282	14,364
Class 10	2,321	125	422	1,067	2,648	1,332	7,915
Class 12	2,128	399	908	1,025	3,593	1,674	9,727
Bachelor's Degree	1,296	564	439	450	1,987	843	5,579
Master's Degree & abo	170	322	40	47	615	63	1,257
Total	13,424	1648	2,329	5,013	15,642	5,636	43,692

Table 2.10: Number of employees by education level and type of organization

(a) Total employees by education and organization - Male								
Education	Sole proprietorship	Partnership	Private Limited Company	Government Owned Company	FDI/ Foreign based companies	NGO/CSO	Co-operatives	Total
No Education	1,222	84	263	874	880	2	41	3,366
Below Class 10	4,482	209	351	2,542	3,218	32	80	10,914
Class 10	1,947	77	280	1,343	1,188	15	115	4,965
Class 12	2,106	121	350	1,644	1,009	41	170	5,441
Bachelor's Degree	1,507	123	370	1,050	520	81	59	3,710
Master's Degree & above	182	29	53	434	56	15	8	777
Total	11,446	643	1,667	7,887	6,871	186	473	29,173
(b) Total employees by education and organization - Female								
Education	Sole proprietorship	Partnership	Private Limited Company	Government Owned Company	FDI/ Foreign based companies	NGO/CSO	Co-operatives	Total
No Education	952	95	33	370	21	2	11	1,484
Below Class 10	2,369	58	66	877	42	26	12	3,450
Class 10	2,033	79	78	554	133	23	50	2,950
Class 12	2,108	112	236	1,294	415	39	82	4,286
Bachelor's Degree	833	64	152	593	147	67	13	1,869
Master's Degree & above	66	7	6	378	5	18		480
Total	8,361	415	571	4,066	763	175	168	14,519

(c) Total employees by education and organization								
Education	Sole proprietorship	Partnership	Private Limited Company	Government Owned Company	FDI/ Foreign based companies	NGO/CSO	Co-operatives	Total
No Education	2,174	179	296	1,244	901	4	52	4,850
Below Class 10	6,851	267	417	3,419	3,260	58	92	14,364
Class 10	3,980	156	358	1,897	1,321	38	165	7,915
Class 12	4,214	233	586	2,938	1,424	80	252	9,727
Bachelor's Degree	2,340	187	522	1,643	667	148	72	5,579
Master's Degree & above	248	36	59	812	61	33	8	1,257
Total	19,807	1058	2,238	11,953	7,634	361	641	43,692

Table 2.11: Number of employees by nature of employment and trade region

Total employees by nature of employment and region - Male							
Nature of employment	Thimphu region	Phuentsholing region	Gelephu region	Samdrup Jongkhar region	Mongar region	Trongsa region	Total
Regular	10,663	3,718	757	1,090	769	1,152	18,149
Contract	3,460	226	15	96	137	1,620	5,554
Casual	2,650	277	11	60	9	2,463	5,470
Total	16,773	4,221	783	1,246	915	5,235	29,173
Total employees by nature of employment and region - Female							
Nature of employment	Thimphu region	Phuentsholing region	Gelephu region	Samdrup Jongkhar region	Mongar region	Trongsa region	Total
Regular	9,055	1,732	531	523	493	480	12,814
Contract	792	148	4	28	40	250	1,262
Casual	248	148	7	10	1	29	443
Total	10,095	2,028	542	561	534	759	14,519
Total employees by nature of employment and region							
Nature of employment	Thimphu region	Phuentsholing region	Gelephu region	Samdrup Jongkhar region	Mongar region	Trongsa region	Total
Regular	19,718	5,450	1,288	1,613	1,262	1,632	30,963
Contract	4,252	374	19	124	177	1,870	6,816
Casual	2,898	425	18	70	10	2,492	5,913
Total	26,868	6,249	1325	1,807	1449	5,994	43,692

Table: 2.12: Number of employees by nature of employment and establishment scale

Total employees by nature of employment and scale - Male					
Nature of employment	Cottage	Small	Medium	Large	Total
Regular	5,309	5,454	3,168	4,218	18,149
Contract	277	399	358	4,520	5,554
Casual	284	167	149	4,870	5,470
Total	5,870	6,020	3,675	13,608	29,173
Total employees by nature of employment and scale - Female					
Nature of employment	Cottage	Small	Medium	Large	Total
Regular	4,572	3,167	1,886	3,189	12,814
Contract	256	192	165	649	1,262
Casual	177	92	82	92	443
Total	5,005	3,451	2,133	3,930	14,519
Total employees by nature of employment and scale					
Nature of employment	Cottage	Small	Medium	Large	Total
Regular	9,881	8,621	5,054	7,407	30,963
Contract	533	591	523	5,169	6,816
Casual	461	259	231	4,962	5,913
Total	10,875	9,471	5,808	17,538	43,692

Table 2.13: Number of employees by nature of employment and economic sector

Total employees by nature of employment and sector - Male							
Nature of employment	Construction	Education & Training	ICT	Production	Services	Tourism	Total
Regular	3,220	698	1,292	3,200	7,044	2,695	18,149
Contract	4,465	149	143	252	483	62	5,554
Casual	4,824	32	28	167	351	68	5,470
Total	12,509	879	1,463	3,619	7,878	2,825	29,173
Total employees by nature of employment and sector - Female							
Nature of employment	Construction	Education & Training	ICT	Production	Services	Tourism	Total
Regular	403	618	774	1,200	7,161	2,658	12,814
Contract	465	124	88	75	418	92	1,262
Casual	47	27	4	119	185	61	443
Total	915	769	866	1,394	7,764	2,811	14,519
Total employees by nature of employment and sector							
Nature of employment	Construction	Education & Training	ICT	Production	Services	Tourism	Total
Regular	3,623	1,316	2,066	4,400	14,205	5,353	30,963
Contract	4,930	273	231	327	901	154	6,816
Casual	4,871	59	32	286	536	129	5,913
Total	13,424	1648	2,329	5,013	15,642	5,636	43,692

Table 2.14: Number of employees by nature of employment and type of organization

(a) Total employees by nature of employment and organization - Male								
Nature of employment	Sole proprietorship	Partnership	Private Limited Company	Government Owned Company	FDI/ Foreign based companies	NGO/CSO	Co-operatives	Total
Regular	10,068	543	1,488	3,795	1,653	140	462	18,149
Contract	570	26	139	1,897	2,876	35	11	5,554
Casual	808	74	40	2,195	2,342	11	0	5,470
Total	11,446	643	1,667	7,887	6,871	186	473	29,173
(b) Total employees by nature of employment and organization - Female								
Nature of employment	Sole proprietorship	Partnership	Private Limited Company	Government Owned Company	FDI/ Foreign based companies	NGO/CSO	Co-operatives	Total
Regular	7,757	342	524	3,216	658	154	163	12,814
Contract	374	6	28	749	81	19	5	1,262
Casual	230	67	19	101	24	2	0	443
Total	8,361	415	571	4,066	763	175	168	14,519
(c) Total employees by nature of employment and organization								
Nature of employment	Sole proprietorship	Partnership	Private Limited Company	Government Owned Company	FDI/ Foreign based companies	NGO/CSO	Co-operatives	Total
Regular	17,825	885	2,012	7,011	2,311	294	625	30,963
Contract	944	32	167	2,646	2,957	54	16	6,816
Casual	1,038	141	59	2,296	2,366	13	0	5,913
Total	19,807	1058	2,238	11,953	7,634	361	641	43,692

PART III: OBSTACLES TO BUSINESS GROWTH

Table 3.0: Number of establishments by possible obstacles to business and trade region

Possible obstacles to business	Thimphu region	Phuentsholing region	Gelephu region	Samdrup Jongkhar region	Mongar region	Trongsa region	Total
Access to market	1,538	761	317	183	293	185	3,277
Access to finance	1,312	599	35	120	114	108	2,288
Licensing and permits	480	219	9	78	24	28	838
Trading rules and regulations	462	270	10	74	6	26	848
Transportation and logistic	617	304	19	131	22	103	1,196
Adequate workers with skills and qualification	1,004	454	39	120	158	95	1,870
Access to Land	969	415	10	105	32	25	1,556
Telecommunication	821	436	28	271	43	49	1,648
Internet connectivity/facilities	1,013	460	51	262	90	60	1,936
Labour law and regulation	437	314	13	138	5	34	941
Competencies of workers to carry out their job	808	461	37	157	36	70	1,569
Management skills within the establishment	618	400	16	112	7	61	1,214
Business competition with similar business	1,837	730	214	304	306	158	3,549
Job hopping and employee poaching	1,381	652	29	312	238	74	2,686
Total	13,297	6,475	827	2,367	1,374	1,076	25,416

Table 3.1: Number of establishments by possible obstacles to business and establishment scale

Possible obstacles to business	Cottage	Small	Medium	Large	Total
Access to market	2,453	675	127	22	3,277
Access to finance	1,668	496	103	21	2,288
Licensing and permits	552	228	46	12	838
Trading rules and regulations	562	216	56	14	848
Transportation and logistic	826	291	63	16	1,196
Adequate workers with skills and qualification	1,243	499	106	22	1,870
Access to Land	1,083	371	84	18	1,556
Telecommunication	1,166	373	83	26	1,648
Internet connectivity/facilities	1,346	458	108	24	1,936
Labour law and regulation	600	245	78	18	941
Competencies of workers to carry out their job	1,050	417	82	20	1,569
Management skills within the establishment	837	295	64	18	1,214
Business competition with similar business	2,499	852	174	24	3,549
Job hopping and employee poaching	1,702	763	184	37	2,686

Table 3.3: Number of establishments by possible obstacles to business and economic sector

Possible obstacles to business	Construction	Education & Training	ICT	Production	Services	Tourism	Total
Access to market	132	75	229	278	2,172	391	3,277
Access to finance	100	54	166	186	1,528	254	2,288
Licensing and permits	49	18	53	86	537	95	838
Trading rules and regulations	48	20	59	74	539	108	848
Transportation and logistic	56	35	88	129	744	144	1,196
Adequate workers with skills and qualification	87	52	112	206	1,159	254	1,870
Access to Land	57	43	109	120	1,063	164	1,556
Telecommunication	60	40	116	187	1,074	171	1,648
Internet connectivity/facilities	69	50	139	213	1,227	238	1,936
Labour law and regulation	55	27	66	117	565	111	941
Competencies of workers to carry out their job	74	39	111	168	972	205	1,569
Management skills within the establishment	54	29	93	115	764	159	1,214
Business competition with similar business	160	81	245	334	2,254	475	3,549
Job hopping and employee poaching	143	78	184	335	1,572	374	2,686

Table 3.4: Number of establishments by possible obstacles to business and type of organization

Possible obstacles to business	Sole proprietorship	Partnership	Private Limited Company	Government Owned Company	FDI/ Foreign based companies	NGO/CSO	Co-operatives	Total
Access to market	3,076	70	82	12	9	20	8	3,277
Access to finance	2,121	49	59	17	7	28	7	2,288
Licensing and permits	762	14	35	6	4	13	4	838
Trading rules and regulations	770	24	32	6	6	7	3	848
Transportation and logistic	1,094	26	41	10	6	11	8	1,196
Adequate workers with skills and qualification	1,708	37	60	16	14	24	11	1,870
Access to Land	1,427	35	42	14	12	20	6	1,556
Telecommunication	1,524	30	51	13	7	13	10	1,648
Internet connectivity/facilities	1,777	45	63	16	10	17	8	1,936
Labour law and regulation	840	20	51	9	10	9	2	941
Competencies of workers to carry out their job	1,451	31	42	10	12	17	6	1,569
Management skills within the establishment	1,118	22	40	8	8	12	6	1,214
Business competition with similar business	3,341	77	89	9	11	11	11	3,549
Job hopping and employee poaching	2,480	50	82	22	24	21	7	2,686

PART IV: HUMAN RESOURCE DEVELOPMENT FACILITIES

Table 4.0: Number of establishments by human resource development facilities and trade region

Particulars	Thimphu region	Phuentsholing region	Gelephu region	Samdrup Jongkhar region	Mongar region	Trongsa region	Total
Establishment has Internal Service Rule (ISR)	851	191	43	172	100	156	1,513
Establishment has trained employees in occupational health and safety	369	106	42	33	44	30	624
Establishment has health and safety focal officer	183	67	43	20	11	20	344
Establishment has Provident Fund for employees	516	150	47	54	39	15	821
Establishment has overtime payment for employees	707	256	64	61	89	59	1,236
Establishment keeps record for wages paid to employees	1,560	535	216	166	201	185	2,863
Establishment has written contract/terms of employment for staff and new recruits	1,035	158	89	104	151	80	1,617
Establishment has clear job roles and responsibilities to staff and new recruits	2,095	662	161	287	350	226	3,781

Table 4.1: Number of establishments by human resource development facilities and establishment scale

Particulars	Cottage	Small	Medium	Large	Total
Establishment has Internal Service Rule (ISR)	575	643	233	62	1,513
Establishment has trained employees in occupational health and safety	139	301	133	51	624
Establishment has health and safety focal officer	57	144	97	46	344
Establishment has Provident Fund for employees	165	389	206	61	821
Establishment has overtime payment for employees	458	555	173	50	1,236
Establishment keeps record for wages paid to employees	1,503	1,037	263	60	2,863
Establishment has written contract/terms of employment for staff and new recruits	715	652	204	46	1,617
Establishment has clear job roles and responsibilities to staff and new recruits	2,402	1,053	264	62	3,781

Table 4.2: Number of establishments by trade region and duration of maternity leave

Region	Less than 1 month	1 to less than 3 months	3 to 6 months	None	Total
Thimphu region	272	1,739	489	38	2,538
Phuentsholing region	208	549	116	50	923
Gelephu region	5	375	11	13	404
Samdrup Jongkhar region	67	260	38	1	366
Mongar region	2	329	37	0	368
Trongsa region	75	217	48	0	340
Total	629	3,469	739	102	4,939

Table 4.3: Number of establishments by establishment scale and duration of maternity leave

Scale	Less than 1 month	1 month to less than 3 months	3 to 6 months	None	Total
Cottage	519	2,429	358	89	3,395
Small	98	846	250	13	1,207
Medium	11	173	90	0	274
Large	1	21	41	0	63
Total	629	3,469	739	102	4,939

Table 4.4: Number of establishments by economic sector and duration of maternity leave

Sector	Less than 1 month	1 month to less than 3	3 to 6 months	None	Total
Construction	21	152	57	3	233
Education & Training	5	88	49	0	142
ICT	50	210	72	7	339
Production	47	392	75	16	530
Services	460	2,191	367	71	3,089
Tourism	46	436	119	5	606
Total	629	3,469	739	102	4,939

Table 4.5: Number of establishments by type of organization and duration of maternity leave

Type of organization	Less than 1 month	1 month to less than 3	3 to 6 months	None	Total
Sole proprietorship	615	3,265	573	101	4,554
Partnership	8	71	27	1	107
Private Limited Compa	3	75	43	0	121
Government Owned Comp	0	10	41	0	51
FDI/Foreign based com	2	16	22	0	40
NGO/CSO	0	19	28	0	47
Co-operatives	1	13	5	0	19
Total	629	3,469	739	102	4,939

PART V: HUMAN RESOURCE REQUIREMENT IN THE NEXT FIVE YEARS

Table 5.0: Number of recruitments by major occupation and trade region

Major occupation	Thimphu region	Phuentsholing region	Gelephu region	Samdrup Jongkhar region	Mongar region	Trongsa region	Total
Managers	262	26	5	2	2	2	299
Professionals	1,419	163	42	31	60	29	1,744
Technicians and Associate Professionals	1,673	580	48	23	90	32	2,446
Clerical Support Workers	389	85	24	11	21	8	538
Services and Sales Workers	3,299	623	157	103	172	270	4,624
Forestry Workers	30	0	3	0	0	2	35
Craft and Related Trades Workers	2,068	417	189	101	368	133	3,276
Plant and Machine Operators and Assemblers	543	137	17	11	58	10	776
Elementary Occupations	1,622	288	183	49	361	65	2,568
Total	11,305	2,319	668	331	1,132	551	16,306

Table 5.1: Number of recruitments by major occupation and scale

Major Occupation	Cottage	Small	Medium	Large	Total
Managers	81	98	93	27	299
Professionals	401	657	449	237	1,744
Technicians and Associate Professionals	680	499	473	794	2,446
Clerical Support Workers	129	164	194	51	538
Services and Sales Workers	3,349	1,043	206	26	4,624
Forestry Workers	2	0	33	0	35
Craft and Related Trades Workers	1,214	1,224	642	196	3,276
Plant and Machine Operators and Assemblers	78	229	151	318	776
Elementary Occupations	1,020	793	233	522	2,568
Total	6,954	4,707	2,474	2,171	16,306

Table 5.2: Number of recruitments by major occupation and sector

Major Occupation	Construction	Education & Training	ICT	Production	Services	Tourism	Total
Managers	13	15	37	29	97	108	299
Professionals	253	510	254	106	488	133	1,744
Technicians and Associate Professionals	180	35	775	423	829	204	2,446
Clerical Support Workers	21	13	153	39	165	147	538
Services and Sales Workers	11	57	49	87	3,320	1,100	4,624
Forestry Workers	0	0	156	5	30	0	191
Craft and Related Trades Workers	384	28	41	1,183	1,490	35	3,161
Plant and Machine Operators and Assemblers	361	5	23	176	106	87	758
Elementary Occupations	669	15	0	349	966	546	2,545
Total	1,892	678	1,488	2,397	7,491	2,360	16,306

Table 5.3: Number of recruitments by major occupation and type of organization

Major occupation	Sole proprietorship	Partnership	Private Limited Company	Government Owned Company	FDI/Foreign based companies	NGO/CSO	Co-operatives	Total
Managers	173	16	48	9	27	18	8	299
Professionals	1,016	65	223	248	110	73	9	1,744
Technicians and Associate Professionals	1,012	52	278	302	774	22	6	2,446
Clerical Support Workers	381	23	52	49	19	13	1	538
Services and Sales Workers	3,460	82	1,037	6	20	6	13	4,624
Forestry Workers	5	0	0	30	0	0	0	35
Craft and Related Trades Workers	2,574	68	172	231	213	4	14	3,276
Plant and Machine Operators and Assemblers	422	33	52	12	255	1	1	776
Elementary Occupations	1,943	57	30	7	518	8	5	2,568
Total	10,986	396	1,892	894	1,936	145	57	16,306

Table 5.4: Number of recruitments by major economic activity and scale

Major industry	Cottage	Small	Medium	Large	Total
Mining and Quarrying	17	94	55	2	168
Manufacturing	1,086	889	706	210	2,891
Electricity and Gas Supply	18	6	24	79	127
Water Supply, Sewerage, Waste Management and Remediation Activities	1	13	0	0	14
Construction	182	490	266	973	1,911
Wholesale Trade & Repair of Motor Vehicles	291	687	244	1	1,223
Transportation and Storage	9	10	31	5	55
Accommodation and Food Service Activities	2,621	1,335	372	123	4,451
Information and Communication	191	175	43	52	461
Financial and Insurance Activities	4	15	4	102	125
Real Estate Activities	0	112	0	9	121
Professional, Scientific and Technical Activities	178	93	0	535	806
Tour Operator & Other Support Service Activities	1,752	331	230	0	2,313
Education	77	252	264	30	623
Human Health and Social Work Activities	11	41	6	0	58
Arts, Entertainment and Recreation	8	30	42	50	130
Other Service Activities	508	131	178	0	817
Activities of Extraterritorial Organizations and Bodies	0	3	9	0	12
Total	6,954	4,707	2,474	2,171	16,306

Table 5.5: Number of recruitments by trade region and education

Region	No education	Below Class 10	Class 10	Class 12	Bachelors Degree	Masters & above	Total
Thimphu region	1,293	2,435	3,437	2,511	1,499	130	11,305
Phuentsholing region	351	510	486	776	136	60	2,319
Gelephu region	62	169	213	181	43	0	668
Samdrup Jongkhar region	34	134	80	50	30	3	331
Mongar region	215	408	315	144	37	13	1,132
Trongsa region	127	193	132	70	29	0	551
Total	2,082	3,849	4,663	3,732	1,774	206	16,306

Table 5.6: Number of recruitments by scale and education

Scale	No education	Below Class 10	Class 10	Class 12	Bachelors Degree	Masters & above	Total
Cottage	1,079	1,655	2,490	1,277	434	19	6,954
Small	574	1,032	1,235	1,173	662	31	4,707
Medium	427	220	307	981	413	126	2,474
Large	2	942	631	301	265	30	2,171
Total	2,082	3,849	4,663	3,732	1,774	206	16,306

Table 5.7: Number of recruitments by sector and education

Sector	No education	Below Class 10	Class 10	Class 12	Bachelors Degree	Masters & above	Total
Construction	114	1,172	72	265	265	4	1,892
Education & Training	36	31	31	171	301	108	678
ICT	26	96	748	308	301	9	1,488
Production	666	491	457	663	72	48	2,397
Services	1,034	1,596	2,720	1,598	509	34	7,491
Tourism	206	463	635	727	326	3	2,360
Total	2,082	3,849	4,663	3,732	1,774	206	16,306

Table 5.8: Number of recruitments by type of organization and education

Organization	No education	Below Class 10	Class 10	Class 12	Bachelors Degree	Masters & above	Total
Sole proprietorship	1,987	2,702	2,892	2,325	983	97	10,986
Partnership	43	74	57	149	64	9	396
Private Limited Company	27	111	1,078	397	237	42	1,892
Government Owned Company	1	7	79	550	213	44	894
FDI/Foreign based companies	15	934	548	255	184	0	1,936
NGO/CSO	6	8	2	36	79	14	145
Co-operatives	3	13	7	20	14	0	57
Total	2,082	3,849	4,663	3,732	1,774	206	16,306

Table 5.9: Number of recruitments by major occupation and education

Major Occupation	No education	Below Class 10	Class 10	Class 12	Bachelors Degree	Masters & above	Total
Managers	0	15	24	0	191	13	243
Professionals	5	6	33	123	1,401	176	1,744
Technicians and Associate Professionals	9	47	794	1,558	36	2	2,446
Clerical Support Workers	2	38	75	401	22	3	541
Services and Sales Workers	603	1,129	2,159	617	113	0	4,621
Forestry Workers	3	2	902	30	0	0	937
Craft and Related Trades Workers	681	943	152	736	2	12	2,526
Plant and Machine Operators and Assemblers	72	478	524	73	1	0	1,148
Elementary Occupations	707	1,191	56	138	8	0	2,100
Total	2,082	3,849	4,719	3,676	1,774	206	16,306

Table 5.10: Number of recruitments by major economic activity and education

Major economic activity	No education	Below Class 10	Class 10	Class 12	Bachelors Degree	Masters & above	Total
Mining and Quarrying	14	34	25	86	9	49	217
Manufacturing	792	641	635	692	82	0	2,842
Electricity and Gas Supply	3	2	37	22	63	0	127
Water Supply, Sewerage, Waste Management and Remediation Activities	0	10	0	1	3	0	14
Construction	114	1178	73	271	271	4	1,911
Wholesale Trade & Repair of Motor Vehicles	79	218	368	460	97	1	1,223
Transportation and Storage	12	9	12	10	12	0	55
Accommodation and Food Service Activities	937	1459	1338	585	129	3	4,451
Information and Communication	1	47	101	105	198	9	461
Financial and Insurance Activities	0	0	0	52	63	10	125
Real Estate Activities	0	0	103	1	16	1	121
Professional, Scientific and Technical Activities	4	28	553	89	129	3	806
Tour Operator & Other Support Service Activities	24	27	1096	901	262	3	2,313
Education	18	24	30	161	283	107	623
Human Health and Social Work Activities	0	1	2	22	23	10	58
Arts, Entertainment and Recreation	7	8	52	32	31	0	130
Other Service Activities	77	163	238	242	97	0	817
Activities of Extraterritorial Organizations and Bodies	0	0	0	0	6	6	12
Total	2,082	3,849	4,663	3,732	1,774	206	16,306

Annexure: Establishment Survey 2017 Questionnaire

ESTABLISHMENT SURVEY - 2017

<p>Confidentiality: Data obtained from the survey will solely be meant for research purposes and shall be kept confidential at all times.</p>	<p>Sir/Madam, The Ministry of Labour and Human Resources is conducting Establishment Survey 2017 for the purpose of developing Establishment Survey Report 2017 & 12th Five Year Plan Human Resource Development Masterplan. Therefore, the Ministry would like to request all the respondents to extend their kind cooperation to our surveyors.</p> <p>Secretary</p>
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PART I - GENERAL INFORMATION

1 Name and Address of the Establishment

1.1 Establishment name:

1.2 Dzongkhag:

1.3 Geog/Throm:.....

1.4 Area: 1.Urban 2.Rural

1.5 Office Number:

2 Contact Details:

2.1 Name of the Respondent:.....

2.2 Designation:

2.3 Mobile no.:.....

2.4 Email id:.....

PART II - ESTABLISHMENT DETAIL

3 Establishment sector:

- | | | | |
|--------------------------|--------------------------|--------------------------|--------------------------|
| Non-hydro Construction | <input type="checkbox"/> | Manufacturing | <input type="checkbox"/> |
| Hydro Construction | <input type="checkbox"/> | Mining | <input type="checkbox"/> |
| Power | <input type="checkbox"/> | Trading & Service Sector | <input type="checkbox"/> |
| Education | <input type="checkbox"/> | Tourism & Hospitality | <input type="checkbox"/> |
| ICT, Media and Transport | <input type="checkbox"/> | Financial Services | <input type="checkbox"/> |

4 Type of establishment:

- | | | | |
|--------------------------|--------------------------|---------------|--------------------------|
| Sole proprietorship | <input type="checkbox"/> | FDI Company | <input type="checkbox"/> |
| Partnership | <input type="checkbox"/> | NGOs | <input type="checkbox"/> |
| Private Limited Company | <input type="checkbox"/> | Co-operatives | <input type="checkbox"/> |
| Government Owned Company | <input type="checkbox"/> | | |

5 Establishment size:

- Small
- Medium
- Large

6 Main activity of your business

6.1 Specify Primary Activity in detail:

Enter ISIC Code

6.2 Does the Establishment have secondary activity?

- Yes No

6.3 How many secondary activities does the establishment have?

6.4 Specify Secondary Activities in detail

(a.).....	Enter ISIC Code
(b.).....	Enter ISIC Code
(c.).....	Enter ISIC Code

7 Employee size:

7.1 Total male employees

7.2 Total female employees

PART III: HUMAN RESOURCE DEVELOPMENT

8 In the past 12 months, did your establishment face any difficulty in recruiting or sourcing people?
 Yes No (If 'No', go to Q10)

9 What are the type of occupations that your establishment had difficulty recruiting/sourcing in the past 12 months?

Sl. No.	Specific Occupation	ISCO Code	Scale of difficulty:
			1. Very difficult 2. Moderately difficult

10 In the past 12 months, has your organization made any contributions on the following training and development for your employees?

- Provided in-house training
- Provided in-country training
- Provided ex-country training
- Engaged in on-the-job training

11 Please provide an estimate of approximate annual budget that your establishment keeps aside for training and development of your employees:

Nu.

12 Please rate the following in terms of the degree of obstacle to your business operations and growth:

Sl. No.	Factors	Degree of obstacle (Enter code)
		1. Not an issue at all 2. Moderate issue 3. Very difficult
12.1	Access to market	
12.2	Access to finance	
12.3	Licensing and permits	
12.4	Complicated trading rules and regulations	

Sl. No.	Factors	Degree of obstacle (Enter code)
		1. Not an issue at all 2. Moderate issue 3. Very difficult
12.5	Transportation and logistic	
12.6	Adequate worker with skills and qualification	
12.7	Access to land	
12.8	Telecommunication	
12.9	Internet connectivity/facilities	
12.10	Labour law and regulations	
12.11	Competencies of our workers to carry out their	
12.12	Management skills within the establishment	
12.13	Business competition with similar businesses	
12.14	Job hopping and employee poaching	

13 Please tick the appropriate box:

- 13.1 Our establishment has Internal Service Rule (ISR)
- 13.2 We have trained employees in occupational health and safety
- 13.3 We have occupational health and safety focal officer
- 13.4 We have Provident Fund for our employees
- 13.5 We have overtime payment for our employees
- 13.6 We keep record of wages paid to our employees
- 13.7 We have written contract/term of employment for our staff and new recruits
- 13.8 We have clear job roles and responsibilities for our staff and new recruits

13.9 Duration of maternity leave:

- 1. Less than one month
- 2. One to less than three months
- 3. Three to six months
- 4. More than six months

14 How would you evaluate competencies of graduates from the education and training institutes?

14.1 Competency of college graduates

- 1. Very Poor
- 2. Poor
- 3. Average
- 4. Good
- 5. Very Good

14.2 Competency of graduates from Govt. TVET Institutes

- 1. Very Poor
- 2. Poor
- 3. Average
- 4. Good
- 5. Very Good

14.3 Competency of graduates from private training institutes

- 1. Very Poor
- 2. Poor
- 3. Average
- 4. Good
- 5. Very Good

15 What kind of people will your establishment be hiring in the next five years (from 2019-2023)?

(Please specify those occupations, level of skills/education requirement and number of slots)

Sl. No.	Specific Occupation	Occupation code (ISCO)	Education requirement (Enter Code)	Skills Requirement (Enter Code)	Number of slots
<i>Col.1</i>	<i>Col.2</i>	<i>Col.3</i>	<i>Col.4</i>	<i>Col.5</i>	<i>Col.6</i>

Col. 4 Code:

0-No education 1-Below Class 10 2-Class 10 3-Class 12 4-Class 12 5-Undergraduate 6-Master's Degree & above

Col. 5 Code:

1. Short-term Skilling Certificate 2.Vocational Certificate 3.Vocational Diploma 4.Post graduation Diploma/Certificate

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