

### ToR for the Chief Research Officer

1. To carry out administration and management works of the Research division.
2. To carry out the policy and planning activities related to Research division.
3. To conceptualize, plan, implement, and monitor Dzongkha research works.
4. To conceptualize, plan, implement, and monitor research works on indigenous languages of Bhutan.
5. To supervise and perform language input works required for National language ICT-ization and for developing Natural Language Processing (NLP) tools.
6. To perform and guide comparative research on Dzongkha vis-à-vis Chökê and indigenous languages of Bhutan.
7. To provide on-the-job training to the research staff.
8. Review the research plans and designs and reports for its relevance, cost effectiveness and usefulness.
9. To participate in providing National Language services.
10. To participate in editing the publications of the Dzongkha Development Commission
11. To collaborate with the language-related agencies and individuals and look for ways and means to develop National Language through research.
12. To foster linkages with various stakeholders through seminars, consultations, symposiums, workshops etc. to disseminate Research divisional outcomes; and
13. To collaborate with the language institutions, universities and individual language researchers of other countries and exchange knowledge and skills on language research and documentation.