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ཐིམ་ཕུ་རྫོང་ཁག་འཛིན་སྐྱོང་།

ROYAL GOVERNMENT OF BHUTAN
THIMPHU DZONGKHAG ADMINISTRATION

"Reaching the unreachable"

Ref.No.TDA/HRD-07/2018-19/ 287

July 22, 2019

MINUTES OF 36th DHRC MEETING (FY 2018-2019)

Date : 12/7/2019
Venue : DT Hall
Time : 10.00 AM

Declaration of conflict of interest: *No one has conflict of interest*

Sl. No.	Agenda point	Civil Service Rules/BCSR provision/Discussion	Decision	Follow-up action
1	Adoption of Agenda: (1) Nomination of Health staff (Nurse) for ex-country training (2) Resignation tendered by Mr. Jamyang Phuntsho, CID No. 12007002030, AMCO with effect from 12/7/2019. The issue was discussed in 36 th DHRC dated 12/7/2019 and decided to forward the application to GNHC.	Requirement as per BCSR 2018 & the views of the HR Office for Sl. No. 1,2, 3 a. As per Rule No. 5.9.3 of BCSR 2019, approval for all extensions and renewal shall be sought from the RCSC three months prior	Approved. Forward to RCSC	DEO/HRO
	Contract extension of following staff: (1) Mr. Tshering Dorji, EID No. 201103001, Teacher, Kuzhugchen MSS with effect from 1/1/2020 to			



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	<p>31/12/2022.</p> <p>(2) Ms. Youden Tshomo, EID No. 20171009987, Admin. Asst. Wangbama Central School 1/11/2019 to 31/10/2021.</p> <p>(3) Ms. Tenzin Dema, EID No. 20171009990, Lib. Asst. with effect from 1/11/2019 to 31/10/2021</p>	<p>to expiry of the contract term. Their contract expires on 31/10/2019. They have submitted all the mandatory documents as follows:</p> <ol style="list-style-type: none"> 1. Recommendation letter of the Supervisor 2. Valid Audit Clearance 3. Security Clearance Certificate 4. Willingness letter of the employee 5. Whether Contract Extension is based on Teacher Requirement Exercise (TRE) for Sl. No. 1 		
2	<p>Resignation tendered by Mr. Namgay Dorji, EID No. 20160306859, Teacher, Genekha LSS with effect from 20/7/2019.</p>	<p>Requirement as per BCSR 2018 & the views of the HR Office</p> <ol style="list-style-type: none"> a. Chapter 20: Separation, Rule No. 20.3.1, authority rests with the HRC of the Head of Agency. b. He had joined as Regular Teacher in the year 1st March, 2016 & has not fulfilled ten years to avail gratuity. c. He does not have any service obligation to the RGoB. He has no loan from any financial institutions as an employee of the Dzongkhag Administration, Thimphu. d. His resignation is supported by VP, Genekha Campus II & Principal of WCS, however VP of Campus II has mentioned regarding the shortage of Teachers in the School. 	Approved	DEO/HRO



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	Resignation of Mr. Thinley Phuntsho, Store Asst of Kuzhugchen MSS	He does not have any service obligation. Requirement as per BCSR 2018 & the views of the HR Office	Approved	DEO/HRO
3		<p>a. Chapter 20: Separation, Rule No. 20.3.1, authority rests with the HRC of the Head of Agency.</p> <p>b. He had joined as Contract employee in the year 1st October, 2017 & as per Contract term he has not fulfilled two years contract term. Therefore, he is not eligible for gratuity.</p> <p>c. His resignation letter is supported by the Principal & Chief DEO</p> <p>d. He has notified the Administration one month before his resignation</p> <p>e. He does not have any service obligation to the RGoB. He has not availed loan from any financial institutions as an employee of the this Administration.</p>		
4	Voluntary Resignation tendered by Mt. Jamyang Phuntsho, CID No. 12007002030, AMCO AMCO	<p>Requirement as per BCSR 2018 & the views of the HR Office</p> <p>a. He has pu up Voluntary Resignation with effect from 12th July, 2019 to pursue Masters Course in Australia.</p> <p>c. His personal file being maintained in the GNHC, his service obligation & separation benefits will be taken care by the GNHC Secretariat.</p>	The Committee members unanimously agreed to appoint Mr. Pema Tenzin, GAO of Naro Gewog to appoint as officiating Planning Officer till GNHC place new Planning Officer.	HRO



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5.	Placement of Mr. Jigme Dorji, Teacher (Maths)	<p>d. During his service to this Dzongkhag he has not availed any short term training or loan from the financial institution.</p> <p>e. His resignation letter has to be forwarded to GNHC for final approval.</p> <p>With his resignation, the Dzongkhag Planning Unit has no other employee to carry forward the work of a Planning Officer & there is need to discuss & appoint Interim Planning Officer till a replacement is provided by the GNHC</p> <p>Requirement as per BCSR 2018 & the views of the HR Office</p> <p>a. Mr. Jigme was transferred to this Dzongkhag vide letter no. EDN/HRD-/employment/2019/49 dated 5th July, 2019</p> <p>b. He has been recommended by the DEO Office in Yangchen Gatshel LSS based on TRE</p> <p>c. As per the recent guidelines of the MoE, all Teacher Recruitment/ Deployment need to be done based on TRE.</p>	Approved	DEO/HRO
6	Placement of Mr. Ngawang Chogyel, Teacher (Chemistry)	<p>Requirement as per BCSR 2018 & the views of the HR Office</p> <p>a. Mr. Ngawang was transferred to this Dzongkhag vide letter no. EDN/HRD-/employment/2019/49 dated 5th July, 2019</p>	Approved as proposed	DEO/HRO



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7	Placement of Kuenga Choedrup, EID No. 201001445, Teacher II, Physics	b. He has been recommended by the DEO Office in Yangchen Gatsel LSS based on TRE c. As per the recent guidelines of the MoE, all Teacher Recruitment/ Deployment need to be done based on TRE.	Approved as proposed	DEO/HRO
		Requirement as per BCSR 2018 & the views of the HR Office a. Kuenga Choedrup, EID No. 201001445, Teacher II, Physics was transferred to this Administration from Nangkor LSS, Pemagatshel vide letter no. EDN/HRD-/employment/2019/49 dated 5 th July, 2019 b. He has been recommended by the DEO Office in Wangbama Central School based on TRE c. As per the recent guidelines of the MoE, all Teacher Recruitment/ Deployment need to be done based on TRE.		
8	Leave status of Lopen Wangdi, 201101686, Teacher, Soe	a. Vide Letter TDA/HRD-14/2018-19/464 dated 30 th July, 2018 availed 3 weeks Medical leave with effect from 16/07/2018 to 05/08/2018 b. Vide letter No. TDA/HRD-14/2018-19/946 dated 24 th august, 2018 availed 2 weeks Medical leave with effect from 14/08/2018 to	Issue office order to stop his pay with effect from 1/7/2019 till he resumes office.	HRO/AO



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		<p>27/08/2018</p> <p>c. TDA/HRD-14/2018-19/3514 dated 11th October, 2018 availed medical leave for two months with effect from 28/08/2018 to 20/10/2018</p> <p>d. TDA/HRD-14/2018-19/1322 dated 25th march, 2019 availed medical leave for two months with effect from 14th march, 2019 to 14th may, 2019</p> <p>e. TDA/HRD-14/2018-19/10050 dated 16th may, 2019 availed two months medical leave with effect from 15th may, 2019 to 13th June, 2019.</p> <p>f. As of now he has not updated his leave despite having informed him & Principal, Lingzhi PS in person by the HR Office.</p>	
9	Pay fixation Committee members	<p>In Accordance with the Pay Revision of the Public Servants vide No. MoF/DNB/Rules/2019-20/03 dated 8th July 2019 of the Hon'ble Ministry, Ministry of Finance, Sr. HRO proposed to form Pay Fixation Committee members to re-fix the pay as per the revised pay scales of the Public Servants.</p> <p>The Committee members decided to appoint Dzongrab Gom, AFD as Controlling Officer and Mr.Singye Dorji T, Sr. HRO as Pay</p>	



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		<p>Fixation Officer for July 2019 Pay Fixation and the following staff have been entrusted with responsibility of re-fixation of pay.</p> <ol style="list-style-type: none">1. Wangdila, ADAO2. Rinzin, Admin Asst., EDN3. Chimmi, Admin, EDN4. Chief DE5. Ran Bdr, ER6. Kumbhu, ER7. Sonam Penjor, ADLO8. Tshering Deki, DCFO9. Tshering Lhamo, Land Record Asst.10. Sonam Choki, Land Records Asst.11. Dzongkhag Registration12. Yonten Yangdon, Election13. Kencho Wangdi, DHO14. Dorji Wangmo, Sr. Adm.Asst.15. Pema Yangzom, Beautification Officer	



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Member present during Dzongkhag HRC Meeting

SL.NO	Name	Designation	Sector	Signature
1	C.L. Das	Dzongkhag Chief Engineer	Engineering	
2	Wangdila	ADLO	Agriculture	
3	Tshering Deki	Dy. Chief Accounts Officer	Accounts Section	
4	Rinzin Namgay	Offtg. DHO	Health	
5	Lham Tshering	Dy Chief DEO	Education	
6	Damcho Zangmo	Dzongkhag Election Officer	Election Office	
7	Sonam Penjor	ADLO	Livestock	
8	Tenzin Gaylay Norbu	LRO	Land Records	

Minute taken by:

(Singye Dorji)
Member Secretary

(Chewang Jurmi)
Chairman