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ཐིམ་ཕུ་རྫོང་ཁག་འདུག་རྒྱུང་།

ROYAL GOVERNMENT OF BHUTAN
THIMPHU DZONGKHAG ADMINISTRATION

"Reaching the unreachable"

Ref.No.TDA/HRD-07/2018-2020/ 450

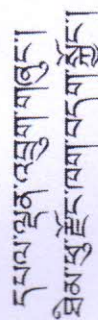
07/05/2020

MINUTES OF 63rd DHRC MEETING

Date : 07/05/2020
Venue : Dzongdag Chamber
Time : 2.00 PM

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
	<p>Adoption of Agenda:</p> <p>1. The Dzongkhag Administration is in receipt of Notification No. RCSC/LD 63/NOTIFICATION/2020/3753 dated 1st May 2020 regarding the amendment of section 26.11 and 26.12 of the Chapter 26 on Executive and Specialist of Bhutan Civil Service Rules and Regulation 2018.</p> <p>In this regard, Dzongkhag has been asked to submit Areas of Specialization (AoS) as per the format (Annexure for the 12th FY Plan). The plan should be submitted on or before 12th May 2020.</p> <p>2. Voluntary Resignation by Mrs. Sangay Wangmo, EID No. 200308066, Sr. Animal Health Supervisor under Meadwang Gewog with effect from 06/06/2020 after serving one-month notice as prescribed in BCSR 2018. She was on EoL with effect from 15/04/2019 to 14/04/2020 and she joined her regular duty on 15th April, 2020 vide letter no. TDA/HRD-15/2019-20/197 dated 15/04/2020. In addition, Mr. Rinzin Tsheten, LPS I will be transferred from Geney Gewog to replace her with effect from 1st June 2020.</p>		Adopted to be discussed.	



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	Contract Extension of Mrs. Kezang Choden, EID No. 20180812171, IT Assistant, WCS	Requirement as per BCSR 2018 Chapter 5: Contract appointment, Rule No. 5.9.3 of BCSR 2019, approval for all extensions and renewal shall be sought from the RCSC three months before expiry of the contract term. <i>The following documents are mandatory while granting extension of Contract.</i> a) <i>Recommendation Letter of the Supervisor</i> b) <i>Willingness Letter of the employee</i> c) <i>Valid Security Clearance Certificate</i> d) <i>Valid Audit Clearance Certificate</i> e) <i>Duly filled up Performance Rating form for the last two years</i> f) Subject to approved post vacant	Approved to be forwarded to MoE for approval.	HRO/DEO
1.	Contract extension of a. Mr. Tandin Bidha CID No. 11909000467, Cook, GSP II, WCS contract extension with effect from 1/7/2020 to 30/6/2022. b. Yangden, CID No. 12005000630, Cook, GSP II, WCS contract extension with effect from 1/7/2020 to 30/6/2022. c. Bumo Zangmo, CID No. 11504003011, Sweeper, GSP II, WCS, Contract extension with effect from 15/8/2020 to 14/8/2022.	They have submitted all the required documents. As per Chapter 5: Contract Appointment Clause 5.9: Extension & Renewal: of the BCSR 2018, approval for renewal of contract need to be sought from RCSC three months before the expiry of Contract. Since they are in Operational Category, the Agency HRC can renew their Contract subject to one-month notice before expiry of their contract. They has submitted the employer & employee consent as required by Sub-Clause: 5.9.1. In addition, documents like Performance Rating and feedback, Availability of vacancy and Clean Service history required as per Sub Clause: 5.9.4 have been submitted with their Contract Extension documents. All documents as required by BCSR 2018 attached.	Having full filled all the criteria set in Chapter 5 of BCSR 2018, the Committee has decided to endorse their contract extension for two years that is with effect from the date of their present Contract expiry date.	HRO/DEO
2.	Medical Leave sought for seven days by Mr. Norbu, HA of with effect from 22/04/2020 to 28/04/2020 Pension claim by Mr. Mindu Dorji, former Revenue Inspector.		Approved to be regularized as Medical Leave.	HRO /DHO
3.			Since Chapter 20.	HRO

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EID No. 8004028, CID No. 10402000103	<p>TDA/HRD-19/2017-18/1475 29th September 2017 with a subsistence allowance of an amount equal to half the basic pay until completion of court proceeding as enshrined in BCSR 2018. The Dzongkhag Administration relieved him with effect from 18/04/2019 vide letter no. TDA/HRD-04/2019-2020/50 dated 08/07/2019 with post-retirement benefits since his offence was not related to official action. His suspension period was for nineteen months, the Dzongkhag Administration paid him gratuity calculating his last basic pay, the NPPF however vide letter no. NPPF/PPFD/2019-2020/9277 dated February 7, 2020 has mentioned that during his suspension period his PF was remitted based on his half salary. Therefore, the NPPF has asked the Dzongkhag to release remaining pension and PF Contribution held during pension period with interest thereof. The letter was wrote by the NPPF to Dzongkhag Administration based on the approach made by Mr. Mindu to NPPF.</p>	<p>SEPERATION Clause 20.3: RESIGNATION Sub clause 20.3.3: Compulsory Retirement states that Official relieved on Compulsory retirement is entitled to separation benefits if he/she is convicted by the Court of Law for a criminal offence of misdemeanor and above for the offences not related to discharge of official function; However, it does not state whether the organization need to pay him gratuity based on his last pay slip before suspension or gratuity calculation on his half pay during suspension period, since he is relieved on compulsory retirement with post-retirement benefits, further Sub Clause 20.4.2: being silent on the entitlement of the Pension for the staff discharged from service for the offence being misdemeanor and above for the offence not relating to official function, the Committee in order to be clear and precise and to supplement the RCSC in being clear on such neutral issue has decided to forward to the RCSC for guidance and support.</p>	HRO/All Sector Heads
5. The Dzongkhag Administration is in receipt of Notification No. RCSC/LD-63/NOTIFICATION/2020/3753 dated 1st May 2020 regarding the amendment of section 26.11 and 26.12 of the Chapter 26 on Executive and Specialist of Bhutan Civil	<p>HRO briefed all the Sector Heads regarding the preparation of Area of Specialization by Sector concerned. Further, he also explained that from this coming June 2020 promotion to P1</p>	<p>The Chairperson also stressed importance on it and asked the Sector Heads to workout according to the notification and</p>	



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	Service Rules and Regulation 2018. In this regard, Dzongkhag is asked to submit Areas of Specialization (AoS) as per the format (Annexure 5) for the 12th FY Plan. The plan should be submitted on or before 12th May 2020.	Specialist unlike in the past would be decentralized to Ministry/Agency/Dzongkhag subject to approved post in the 12th HR Plan. The Technical Sectors need to identify which Professional Management Category (PMC) area need to be identified for specialization post and accordingly propose to RCSC. Once the RCSC approve the proposal, the employee in P2 under PMC specialization in particular approved post can apply. If the Sector does not work out on area of specialization, the Dzongkhag will for the five years cannot accord approval, therefore Sector Heads are asked to work out and submit by 12th May 2020 without fail.	guidelines shared by the RCSC and submit on or before 12th May 2020.	
6.	Voluntary Resignation by Mrs. Sangay Wangmo, EID No. 200308066, Sr. Animal Health Supervisor under Meadwang Gewog with effect from 06/06/2020 after serving one-month notice as prescribed in BCSR 2018. She was on EoL with effect from 15/04/2019 to 14/04/2020 and she joined her regular duty on 15th April, 2020 vide letter no. TDA/HRD-15/2019-20/197 dated 15/04/2020. In addition, Mr. Rinzin Tsheten, LPS I will be transferred from Geney Gewog to replace her with effect from 1st June 2020.	Mrs. Sangay Wangmo has tendered voluntary resignation with effect from 06/05/2020 on domestic ground. She has no service obligation as of 07/05/2020; however, she needs to submit financial clearance certificate from the financial institution certifying that she has not availed any loan through this agency's recommendation. Further, she has to submit Audit clearance and follow the due process for separation.	Resignation accepted with effect from 06/06/2020. And transfer proposal of Livestock Sector is endorsed.	HRO/DLO

Member present during Dzongkhag HRC Meeting

SL.NO	Name	Designation	Sector	Signature
1	Tashi Namgyel	Chief DEO	Education	
2	Sonam Zangpo	Dy. Chief DAO	Agriculture	



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3	Kul Bdr. Gurung	Dy. Chief DLO	Livestock	
4	T.R. Gurung	Principal Engineer/Head	DHS	
5	CL Das	Chief DE	Engineering	
6	Younten Dorji	Sr. FO	Finance	
7	Kencho Wangdi	Sr.DHO	Health	

Minute taken by:

(Singye Dorji T.)
Member Secretary

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Dorji Tshering
Chairperson
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