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ཐིམ་ཕུ་རྫོང་ཁག་བདག་སྐྱོང་།  
ROYAL GOVERNMENT OF BHUTAN  
THIMPHU DZONGKHAG ADMINISTRATION  
"Reaching the unreached"

Ref.No.TDA/HRD-07/2018-19/559

July 27, 2018

**MINUTES OF 2<sup>nd</sup> DHRC MEETING (FY 2018-2019)**

Date : 27.7.2018

Venue : DT Hall

Time : 10.30 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	Recommendation for Contract Extension of vide letter no... dated...by DHO of the following GSPs/ESPs: 1) Dechen Zomba, CID No. 1110000221, Caretaker, Hontsho BHU 2) Tashi Dorji, CID No. 11406000047, Caretaker, Lingzhi BHU 3) Lungten Chojey, CID No. 11104000689, aretaker, Chamgang BHU 4) Yeshi Dorji, CID No.11111000674, Caretaker, Genekha BHU	As required in Chapter 6: General & Elementary Service, BCSR 2018, the employees have submitted the required document as follows:- 1. Forwarding Letter from Sector concerned 2. Valid Audit Clearance letter 3. Valid Security Clearance 4. PE rating for the last two years	Approved as proposed, as all the required documents are complete as verified.	HRO
2	Resignation tendered by Mr. Purna Bdr. Ghalley, EID No. 200307153, Accounts Asst. V, KMSS with effect from 1 <sup>st</sup> August 2018	As per Chapter 20: Clause 20.3 1.1, Mr. Purna Bdr. Ghalley has served one month notice. The committee has accepted his resignation with effect from 1/8/2018.  Further, until new Accountant is appointed, Mr. Sangay Tenzin, EID No. 8511043, Accounts Assistant will	Approved as proposed, however HR & Accounts Section to ensure that proper handing taking is done & any other obligation to the RGoB to be cleared before releasing his separation benefits.	HRO/Accounts Officer





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		take over the additional charges of Khasadrapchu MSS. The Dzongkhag Administration upon receiving the new Accountant will be placed in Wangbama CS & Mr. Sangay as the full time Accountant in Khasadrapchu MSS		
3	Four days Medical Escort Leave with effect from 9/5/2018 to 12/5/2018 .to Mrs. Tshering Wangmo, EID No. 20171010761, IT Lab Assistant, Yangchen Gatshel MSS submitted through Principal vide letter no. 06(YGMSS)2018/9167 dated 30 <sup>th</sup> June 2018.	As per Chapter 10: Leave, Clause: 10.10.1, Ms. Tshering Wangmo has submitted all the required documents to be eligible for Escort Leave with effect 9/5/2018 to 12/5/2018.	Approved	HRO
4	Proposal for placement of Mr. Tshewang Dorji, EID No. 2003022, HA at Hejo Satellite Clinic from Kuzhugchen BHU vide Letter No. Nil. Dated 9 <sup>th</sup> July of the Dy. Chief DHO.	Dy. Chief DHO informed the floor that Mr. Tshewang Dorji, EID No. 2003022, HA of Kuzhugchen BHU has joined his duty on completion of two years studies from KGUMS. As per DHO, after Mr. Tshewang's departure for long term training, he has been replaced by one male HA as as per approved 11 <sup>th</sup> Five year Staffing Pattern. However, Mrs. Sonam Yangchen, HA, Hejo SC having left for long-term study leave has left one vacant post in Hejo SC. Therefore, it is proposed that he may be transferred to Hejo SC retrospective from 9 <sup>th</sup> July 2018.	Approved for his placement with effect from 9 <sup>th</sup> July, 2018 as proposed by Health Sector. However, as presented by HRO having shortage of female staff in Soe, Lingzhi & Naro BHUs & having excess staff in BHUs in road point Gewogs & Satellite Clinics. With increasing number of patient in the nearby gewogs, there is genuine need of a additional man power . Therefore, Health Sector is asked to work out for	HRO/Dy. Chief DHO





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	Approval of Maternity to Mrs. Pelmo, EID No. 201001340, Teacher, Yangchen Gatshel MSS with effect from 28/5/2018 though Principal.	As per chapter 10: Leave, Clause 10.7.1 of BCSR 2018 has submitted all the required documents.  Since she teaches economies and having no replacement for this subject within the Dzongkhag Schools, Chief DEO has proposed to recruit substitute teachers for duration of six months.	requirement of additional man power if any. Any proposal for replacement or requirement of staff need to be work out by Health Sector and presented to HRC	
5	Approval of Maternity to Mrs. Pelmo, EID No. 201001340, Teacher, Yangchen Gatshel MSS with effect from 28/5/2018 though Principal.	As per chapter 10: Leave, Clause 10.7.1 of BCSR 2018 has submitted all the required documents.  Since she teaches economies and having no replacement for this subject within the Dzongkhag Schools, Chief DEO has proposed to recruit substitute teachers for duration of six months.	Approved  Vacancy announcement to be advertised.	HRO/Chief DEO
6	Resignation of Mrs. Ngawang Younten, EID No. 20171010014, National Contract Teacher, KMSS with effect from 1/8/2018.	He has served one month notice as per BCSR 2018 & the Committee has decided to accept his resignation with effect from 1 <sup>st</sup> August 2018. However, requirement of his replacement by the Principal vide letter number KMSS/06/2017-2018/6401 dated 30/6/2018 will be forwarded to MoE.	Resignation accepted with effect from 1 <sup>st</sup> August 2018. However, his replacement to be sought from MoE.	Chief DEO/HRO
7	Medical Leave to Wangdi, EID No, 201101686 Teacher Incharge, Soe ECR with effect from 16/7/2018 to 5/8/2018 (three weeks) as per Medical report No.	The documents required for medical leave as per BCSR 2018 has been submitted.	Approved	HRO
8	Four days Medical Leave to Tshering, 2101197 Principal, Lingzhi PS as per Medical report	He has submitted all the required documents as per BCSR 2018 for	Approved	HRO





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9	Placement of Mrs. Chimi Dema, EID No. 200307281, Laboratory Assistant I, S4 A to Yangchen MSS	Approved	Approved	Chief DEO/HRO
10	Placement of following incoming teachers : 1) Sonam Zam , EID No. 20130201376, Maths Teacher to KuMSS 2) Tshering Wangchuk, EID No. 201101721, Maths Teacher to KMSS 3) Sonam Dorji, EID No. 200701499, Maths Teacher to YMSS	Approved	Approved	Chief DEO/HRO
11	Recommendation for ex-country training by Health Sector Vide Letter No.. to Mr. Dawa Gyeltshen, EID No. 200707206, HA, Soe BHU for training in Bangkok from 30 <sup>th</sup> July to 10 <sup>th</sup> August , 2018	Dy.Chief DHO informed the Committee that Mr. Dawa Gyeltshen, HA, has served 13 years in the remote area & his earlier posting was also in one of remote Gewog in Gasa.. Till date he has not availed any single ex-country training.	Approved	Dy.Chief DHO/HRO





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Member resent during Dzongkhag HRC Meeting: -

SL.NO	Name	Designation	Sector	Signature
1.	Tashi Namgyel	Chief DEO	Education Sector	
2.	Tshering Deki	Dy. Chief Accounts Officer	Accounts Section	
3.	Gyembo Dorji	Dy.Chief DHO	Health Section	
4.	Chimmi Namgyel	DPO	Planning Unit	
6	Tshewang	Legal Officer	Legal Unit	
7	Ngawang Tashi Dorji	ICT Officer	ICT Unit	
8	Dhodo	Dy.Chief DAO	Agriculture	

Minute taken by:

(Singye Dorji T)  
Member Secretary

(Dorji Tshering)  
Chairman