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

Ref.No.TDA/HRD-07/2018-19/9920

May 9, 2019

**MINUTES OF 30<sup>th</sup> DHRC MEETING (FY 2018-2019)**

Date : 9/5/2019  
 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
	Adoption of Agenda:			
1	Approval to Mr.Tashi Namgyel , EID No. 200207438, Chief DEO, P1 A to proceed to Beijing, China to attend International Conference on Artificial Intelligence (AI) and Education with effect from 16 <sup>th</sup> to 18 <sup>th</sup> May 2019 (three days).	He has no STT/LTT obligation. DHRC approved his nomination.	Approved	HRO
2	Sanction of maternity 180 days maternity leave to Mrs. Pema Om, EID No. 2011099091, Adm. Asst II, S4 A, Kuzhugchen MSS with effect from 19/4/2019 to 15/10/2019.	As per chapter 10: Leave, Rule No. 10.7.1, maternity of six months shall be admissible to a civil servant. She has submitted all the required documents.	Approved	HRO
3	Post facto approval of availing training by Gewog staff from 8/4/2019 to 12/4/2019 and 15/4/2019 to 19/4/2019 at iBEST, Institute of Media, Management and Technical Studies, Thimphu.	The Gewog Administrative Officers, Gewog Extension Staff, Gewog Accounts, Gups, Gaydrungs, Tshogpas, Mangmi have availed training (funded by Capacity Development for Local Government) at iBEST, Thimphu without HRC approval.	Approved	HRO



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		The Committee accord approval of Post facto training but they must be informed that the Civil servants under Gewog must also accord approval from the DHRC to process for any training in future as per Chapter 9: In-Service Human Resource Development of BCSR 2018.		
4	Contract extension of Mr. Tenzin Choezang, CID No. 121005002020, Cook, Wangbama Central School with effect from 15/5/2019.	<p>Chapter 6: General and Elementary Service, Rule No. 6.7.9.1, Extension of service for GSP/ESP shall be granted by the recruiting Agency</p> <p>The HR section informed the floor that as per Chapter 6: General Elementary Service, they must process for contract extension three months prior to expiry of contract term. However, Mr. Tenzin Choezang have submitted his contract extension documents late. His contract expires on 14/5/2019.</p> <p>The Committee decided to approve his contract extension on the ground that his service is necessary in Wangbama Central School since it is boarding school.</p> <p>The Education Sector is asked to inform the schools to submit the contract extension documents on time in future to avoid complication.</p>	Approved	DEO/HRO
5	Meritorious promotion to Mr. Gyeltshen, EID No. 9406014, Sr. Store Keeper VI, S3 A.	Chapter 13: Promotion, Clause No. 13.11.1, Meritorious promotion shall be granted to reward and recognize outstanding performance	Approved	HRO





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	<p>and leadership qualities of a civil servant who shall be a role model and Rule No. 13.11.2 says "Meritorious promotion is the promotion awarded out of turn by <b>six months or one year</b>".</p> <p>13.11.2 - criteria to be eligible for Meritorious promotion:</p> <ol style="list-style-type: none"><li>1. Consistently "Outstanding" annual performance ratings for the last three years .</li><li>2. A maximum of only one year left for normal promotion</li><li>3. Potential to shoulder higher responsibilities</li><li>4. Exceptional act or service in the public interest besides his normal responsibilities</li><li>5. Suggestion, invention, accomplishment or personal effort which has contributed to the efficiency, economy, or other improvement in the Government</li><li>6. Clean service record</li></ol> <p>He obtained "Outstanding" annual performance ratings for the last three years. However, in 2016-2017 moderation, he scored "<b>very good</b>" and in 2017 to 2018, he "<b>scored outstanding</b>"</p>		
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		He has submitted all the required documents The Committee recommended to forward his documents to the Ministry/RCSC.		
6	Ms.Pema Yangzom, EID No. 20150105049, Forestry Officer, Beautification Sector has been nominated by the Ministry of Agriculture vide letter No. MoE/HRD/EU-TCP/3B/2019/2444 dated May 8, 2019 to attend training on Training on Landscape, Beautification and Floriculture in MJU, Chiang Mai, Thailand from 13 <sup>th</sup> to 25 <sup>th</sup> May 2019 (13 days)	Chapter No. 9, In-Human Resource Development of BCSR 2018, she has no STT/LTT obligation.	Approved	

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Member present during Dzongkhag HRC Meeting

SL.NO	Name	Designation	Sector	Signature
1	Chewang Jurmi	Dzongrab Gom	AFD	
2	Chabilal Das	Chief DE	Engineering sector	
3	Tshering Deki	Dy.Chief Accounts Officer	Accounts Section	
4	Lham Tshering	Dy. Chief. DEO	Education	
5	Jamyang Phuntsho	Offtg. Planning Officer	Planning Unit	
6	Tenzin Wangdi	Asst. ICT Officer	ICT Unit	

Minute taken by:

(Dorji Wangmo)  
Member Secretary

(Dorji Tshering)  
Chairman