



དཔལ་ལྷན་འབྲུག་གཞུང་།  
ཐིམ་ཕུ་རྫོང་ཁག་བདག་སྐྱོང་།

ROYAL GOVERNMENT OF BHUTAN  
THIMPHU DZONGKHAG ADMINISTRATION

"Reaching the unreached"

Ref.No. TDA/HRD-11/2019-2020/ 593

March 18, 2020

**NOTIFICATION FOR PROMOTION DUE ON 1<sup>st</sup> JULY 2020  
(MERITORIOUS PROMOTION & FROM P2 TO P1)**

Thimphu Dzongkhag Administration would like to notify that the **Meritorious Promotion and Promotion from P2 to P1** should reach the Dzongkhag HR section latest by **15<sup>th</sup> April 2020** positively for further submission to RCSC failing which the Administration will not accept.

The following documents need to be submitted:

1. Post Adjustment form duly filled in
2. Undertaking form duly filled in
3. Valid security clearance
4. Valid Audit Clearance

(Singye Dorji T)  
Sr. HR Office

Copy to :

1. Dasho Dzongdag, TDA for kind information.
2. Director, RCSC for kind information.
3. Chief HRO, HRMD, RCSC for kind information.
4. All Sector Heads for necessary action.
5. All the Principals, Schools under Thimphu Dzongkhag for necessary action.
6. ICT Officer, TDA to upload in the website.



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March 18, 2019

**NOTIFICATION FOR PROMOTION DUE ON 1<sup>st</sup> JULY 2020**

In accordance to clause 13.5 section 13.5.2 of the Promotion Rules and regulation of BCSR 2018, the Dzongkhag Administration, Thimphu would like to notify all the Sectors under this Dzongkhag that the deadline for submission of the promotion proposal for July 2020 is 30<sup>th</sup> April, 2020. (Attached herewith the list of civil servants due for Promotion for July 2020).

All the individual employees of this Dzongkhag whose promotion are due (completed the following minimum years of active service in the current position) are requested to process your promotion through your respective sector.

Position Category	Position Level	Duration (years)	Meritorious Promotion
Professional & Management (PMC)	P5 – P2	4 years	One year prior to the actual due date
Supervisory & Support (SSC)	S5 – S1	4 years	
	S1 – SS1	5 years	
Operation Level (OC)	O4 – O1	4 years	

You are requested to kindly submit the following documents on or before 30<sup>th</sup> April 2020:

1. PMC/ESC&SSC: Performance Appraisal Form/Summative Performance review Form for three consecutive years.
2. OC :- Performance Appraisal Form (Annexure 12/3) for consecutive three years
3. Valid Security Clearance
4. Valid Audit

*The incomplete or late promotion proposals, if any, shall not be accepted/processed.*

(Singye Dorji) Sr. HR Officer

Copy to:-

1. Dasho Dzongdag, Dzongkhag Administration, TDA for kind information
2. Dasho Dzongrab Gom, TMD
3. All Sector heads.
4. All School Principals.
5. ICT Officer to upload in the Dzongkhag website.

**LIST OF STAFF WHOSE PROMOTION FALL DUE ON 1<sup>st</sup> JULY 2020**

Sl.No.	Name & EID No.	PT	PL	SL	School/Sector
1	Deki, , 9407194	Sr. Teacher II	P2	A	Sisina PS
2	Phurba Dorji, 9103038	Sr. Teacher II	P2	A	Lingzhi PS
3	Rinzin Wangmo, 9908274	Teacher I	P3	A	Kuzhugchen MSS
4	Tshering Choezom, 9808213	Teacher I	P3	A	Kuzhugchen MSS
5	Yangki, 9908141	Teacher I	P3	A	Khasadrapchu MSS
6	Ngawang Namgyel, 9908215	Teacher I	P3	A	Khasadrapchu MSS
7	Sonam Lhamo, 200307317	Sr. Laboratory Asst. V	S3	A	Khasadrapchu MSS
8	Gembo.8604107	Sr. Adm. Asstt V	S2	A	Administration
9	Phurba Tshering, 201007037	Accounts Asstt IV	S1	A	Accounts
10	Karma Wangchuk, 201007219	Accounts Asstt V	S1	A	Accounts
11	Chencho Namgay, 201107402	HA II	S2	A	Health
12	Sangay Wangdi, 200607267	HA	S1	A	Health
13	Norbu Dukpa, 8703038	HA I	S1	A	Health
14	Rinzin Dawa, 2009074	Land Record Asstt II	S2	A	Land Record
15	Ran Bahadur Biswa, 200407022	Asst. Eng III	SS4	A	Engineering
16	Tshering Dekar, 201001713	Asst. Eng .IV	S1	A	Engineering
17	Choezang Tenzin, 2107193	Asst. Artisan II	S4	A	TMD
18	Tandin Dorji, 201107163	Driver-II	O3	A	TMD
19	Chandra Bdr. Pradhan, 2011013	Teacher -II	P4	A	Wangbama CS
20	K.H.Padmini devi, 200203043	Contact Teacher-I	P3	A	Wangbama CS
21	Sonam Tshering, 200508060	Store Keeper	S4	A	Wangbama CS
22	Sonam Yuden, 9908225	Teacher-I	P3	A	Yangchengatshel MSS
23	Tashi Lhamo, 200301278	Teacher-II	P3	A	Yangchengatshel MSS
24	Kelzang, 200307305	Sr. Store Keeper	S3	A	Yangchengatshel MSS
25	Namgay Dorji, 9908215	Tr-I	P3	A	Bjimina PS
26	Wangchuk, 9908237	Tr-I	P3	A	Bjimina PS

