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

Ref.No.TDA/HRD-07/2018-19/1779

April 11, 2018

27  
MINUTES OF 26<sup>th</sup> DHRC MEETING (FY 2018-2019)

Date : 11/4/2019  
 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) Training proposal by Land Records 2) Training proposal by DSO	Committee members agreed to incorporate in the Agenda	
1	Thirteen days medical leave to Mrs. Tshering Yangden, EID No. Teacher, Khasadrapchu Middle Secondary School from 14/3/2019 to 26/3/2019.	As per Rule No. 10.9.1 (a) of BCSR 2018, Medical leave upto one month can be certified by a Medical Doctor. She has submitted Medical certificate issued by GDMO, Gidakom, Hospital.	Her medical leave for thirteen days has been approved as she has submitted all the documents required by BCSR 2018.	HRO
2	One week medical leave to Mr. Lham Dorji, CID No. 12002000480, NFE Instructor, Chamgang Jail from 19/3/2019 to 25/3/2019. He has submitted Medical certificate from a Doctor, JDWNRH.	He has submitted Medical certificate from a Doctor, JDWNRH.	His medical leave as been approved as he has submitted all the documents required by BCSR 2018.	HRO
3	Five days medical leave to Mr. Tshering Dorji K, EID No., Teacher, Soe ECR from 28/3/2019 to 1/4/2019.	He has submitted Medical certificate from Clinical Officer, Paro District Hospital	Approved	HRO
4	Medical Escort Leave to Dechen	As per Rule No. 10.10.1 - A civil servant	Her medical escort leave	





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	Tshomo, EID No. 201200701011, AES, Lingzhi to escort her mother to Mission Hospital, Durgapur, Kolkata.	shall be granted the Medical Escort Leave for maximum period of one month to escort direct dependent of the civil servant concerned.	has been approved as she has submitted the documents required by BCSR 2018.	
5	Six months Maternity Leave to Mrs. Dawa Dema, Eld No. 20131003552, Adm. Asst. Dechenchholing BHU with effect from 26/3/2019 to 21/9/2019.	Rule No. 10.7.1 – Maternity Leave of 6 months to civil servant.  She has submitted Birth Certificate.	Approved	
6	24 months Extra Ordinary Leave to Mr. Chhimi Namgyel, EID No. 201001031, Sr. Planning Officer with effect from 23/8/2019 to 22/8/2021 to pursue Masters degree in the University of Canberra, Australia.	He has been in the service of Royal Government of Bhutan for last nine years and he does not have any service obligation. Hence, he is eligible for EOL as per Chapter 10: Leave, Rule No. 10.12.3 of BCSR 2018.	The DHRC members unanimously approved his EOL for 24 months since he is going for further studies. As per BCSR 2018, Rule No. 10.12.15, the authority to grant EOL up to P1 rest with the HRC of the Agency.  However, his replacement is required. Hence, HR section has been instructed to write to GNH for immediate replacement.	HRO
7	Contract extension of following ESP/GSP staff under Thimphu Dzongkhag Administration: i) Saraswati Darjee, CID No.	<b>Chapter 6: General &amp; Elementary Service, Rule No. 6.7.9 :- Extension of service of GSP/ESP shall be granted by the recruiting Agency</b>	Since they have submitted all the required documents, the HRC approved their contract extension for	HRO

*[Handwritten signatures and initials]*





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<p>11808002580, Caretaker, Kuzhugchen MSS with effect from 1/7/2019 to 30/6/2021</p> <p>ii) Dungchen Dema, CID No. 11104002513, Sweeper, Kuzhugchen MSS with effect from 1/7/2019 to 30/6/2021</p> <p>iii) Tashi, CID No. 10204002397, Kuzhugchen MSS, with effect from 1/7/2019 to 30/6/2021</p> <p>iv) Sonam Dorji, CID No. 11514001630, Caretaker, Khasadrapchu MSS with effect from 16/5/2015 to 15/5/2021</p> <p>v) Nim Dema, Cid No. 11004000296, Caretaker, Khasadrapchu MSS with effect from 16/5/2015 to 15/5/2021</p> <p>vi) Dorji Lhamo, CID No. 12005001151, Sweeper, Khasadrapchu MSS with effect from 16/5/2015 to 15/5/2021</p> <p>vii) Tashi Dorji, CID No. 11104000027, Caretaker, Hongtsho PS with effect from 1/7/2019 to 30/6/2021.</p>	<p>They fulfill the condition of the provision of BCSR 2018, Rule No. 6.7.9.3. They have submitted all the required documents.</p>	<p>another two years.</p>	
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	viii) Tshering Dhendup, CID No. 10708001934, Caretaker, Bjemina PS.			
8	Endorsement of shortlisted candidates for following posts: i) Teachers ii) NFE Instructor iii) Caretakers iv) Ward girl	The Recruitment and Selection Committee convened meeting on 8 <sup>th</sup> April 2019 to shortlist the candidates for recruitment of following posts: i) <b>Substitute Teachers:</b> There were eight applicants for the post of three substitute teachers, one Phy/Maths Teacher for Khasadrapchu MSS, one Dzongkhag Teacher for WCS and one general Teacher for Sisina Primary School). The post being advertised for two times as per Rule No. 4.8.3.3 of BCSR 2018, the committee decided to shortlist all the applicants. ii) <b>Four NFE Instructors:</b> One each for Naro, Chimithangkha, Barshong and and Chamgang NFE Centres. There were fifteen applicants and the committee decided to shortlist all of them. iii) <b>Six Caretakers:</b> One each for DVH, Changang BHU, RBP HQ Dispensary, Lingzhi BHU and Geney RNRC	Endorsed.	HRO/Sector Heads concerned





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		<p>There were eight applicants for the post of caretakers against six slots. The post was advertised for second time. Therefore, the committee decided to shortlist all.</p> <p>iv) <b>One Ward girl</b> at Dechenchholing BHU</p> <p>Only two candidates applied for the post of wardgirl. The Committee members decided to shortlist both of them since the post was advertised for two times.</p>		
9	<p>Training proposal submitted by the following Sectors:</p> <ul style="list-style-type: none"><li>i) ICT</li><li>ii) Agriculture</li><li>iii) Census</li><li>iv) Accounts</li><li>v) HR/Adm.</li><li>vi) Training proposal by Land Records</li><li>vii) Training proposal by DSO</li></ul>	<p>The Committee decided to study the proposal closely and find out whether</p> <ul style="list-style-type: none"><li>• Training is specific or generic.</li><li>• If they have availed training under CD grant before</li></ul>	<p>HR section to find out and table it in the next DHRC.</p>	<p><b>HRO</b></p>





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Member present during Dzongkhag HRC Meeting: -

SL.NO	Name	Designation	Sector	Signature
1	Chewang Jurmi	Dzongrab Gom	TDA	
2	Tshering Deki	Dy. Chief Accounts Officer	Accounts section	
3	Jamyan Phuntsho	Offtg. Planning Officer	Planning Unit	
4	Rinzin Lhamo	Adm. Asst.	Education Sector	
5	Sonam Zangpo	Dy.Chief <del>DAO</del>	Agriculture	
6	K.B. Gurung	Dy.Chief DLO	Livestock	
7	Tenzin Galay Norbu	Land Record Officer	Land Record	
8	Chencho Namgyel	Offtg. DHO	Health	

Minute taken by:

(Dorji Wangmo)  
Member Secretary

(Dorji Tshering)  
Chairman