



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

Ref.No.TDA/HRD-07/2017-18/ 14169

7th June, 2018

MINUTES OF 137th DHRC MEETING

Date : 07.06.2018
Venue : DT Hall
Time : 2.30 PM

Declaration of conflict of interest: *No one has conflict of interest*

Sl.	Agenda	Civil Service Rules/BCSR provision	Decision	Action taken/follow-up action
	Action taken report	<ol style="list-style-type: none">1. Study visit to Nepal by Sherab Dema , Livestock Extension Supervisor, Chang2. Contract extension of Jamyang Phuntsho, AMCO, Planning Unit3. Resignation of Namgay Wanchuk, Internal Auditor4. Study leave application of Dr. Sonam Pelden, DVH, Jazam5. Medical leave to Tulsi Gurung	Five agendas discussed & endorsed in 136 th DHRC has been issued office order accordingly.	HRO
1	Maternity Leave to Mrs. Tulsi Gurung, Adm Asstt, EID No.200905056, Yangchen Gatshel MSS	Ms. Tulsi Gurung has submitted all the required documents as prescribed in Chapter 10: LEAVE , Clause 10.7 Maternity Leave of BCSR 2018.	Maternity Leave sanctioned with effect from 11.04.2018.11.10.2018	HRO/DEO



དཔལ་ལྷན་འབྲུག་གཞུང་།
ཐིམ་ཕུ་རྫོང་ཁག་བདག་སྐྱོང་།
ROYAL GOVERNMENT OF BHUTAN
THIMPHU DZONGKHAG ADMINISTRATION
“Reaching the unreached”

2	Maternity leave to Mrs. Sancha Maya Rai, CID No. 11207000329, Farm Laborer, IT Farm, Wangsisina	Ms. Sancha Maya Rai, ESP of AIT Farm, Wangsisina has been in civil service since 1 st May 2012. Therefore, she is eligible for six months maternity leave as per Chapter 6: GENERAL & ELEMENTRY SERVICE , Clause 6.7: Remuneration & Benefits of BCSR 2018 .	Since she has served more than twelve months as ESP in Wangsisina, she has been sanctioned six months maternity leave with effect from 12.05.2018 to 12. 11.2018.	HRO/DAO
3	Training Nomination of Mr. Ugyen Dorji, Sr. HA, EID No. 9507219, Chamgang BHU to Thailand	<p>As per the mail received on dated 25th May 2018 of the Offtg. CHRO, the MoH has instructed Dzongkhag Administration to nominate a candidate to undergo training in Basic Health Practice under TICA in Thailand from 3rd-12th June, 2018 with the following condition as prescribed in the mail:-</p> <ol style="list-style-type: none">1. Who has served in the remote Health Centers2. Who has never availed ex-country training3. Outstanding performance4. The senior most candidate &5. The nominated candidate should not have obligation <p>In this regard, the Senior DHO informed & presented the Committee that after much deliberation & assessment as per the condition set by the Ministry, Mr. Ugyen Dorji, Sr. HA</p>	Since the Health Sector has done the assessment based on the condition set by Ministry, the HRC endorses the nomination of Mr. Ugyen Dorji, Sr. HA, BHU, Chamgang to be recommended to MoH.	HRO/DHO



དཔལ་ལྷན་འབྲུག་གཞུང་།
ཐིམ་ཕུ་རྫོང་ཁག་བདག་སྐྱོང་།
ROYAL GOVERNMENT OF BHUTAN
THIMPHU DZONGKHAG ADMINISTRATION
"Reaching the unreachable"

		who has not availed any single ex-country training till date despite having put up twenty-three years of service to the Royal Government of Bhutan has been nominated to be endorsed in the DHRC for further nomination to Ministry.		
4.	Station leave to Mrs. Lham Tshering, EID, 9507183, Dy.Chief DEO from 4 th to 8 th June for ECD conference	Ms. Lham Tshering, Dy. Chief DEO whose application for paper presentation on Multi Sectorial Integration at grassroot level for quality ECCD program toward achieving the sustainable development goal has been accepted & has been asked to present to present in Asia – Pacific Regional Early Childhood Development Conference to be held in Kathmandu, Nepal from 5 th -7 th June, 2018. In this regard Ms. Lham Tshering has sought approval to attend the conference vide letter no. TDA/EDN-49/2018/2678 dated 1 st June 2018.	The conference is found to be very relevant & useful to her since she is the focal for all the ECCD activities. Therefore, the DHRC has decided to accord approval to attend the Conference with effect from 5 th -7 th June, 2018. However, upon joining back from the conference she will share the knowledge gained from the Conference.	HRO/DEO
5	HR Audit observation	HRO presented the HR Audit observation during the HR Audit conducted from 15 th February-20 th March 2018 by the Royal Civil Service Commission. The HRO also presented draft proposal of the Audit team to streamline the functioning of HR Section as per the need of Thimphu Dzongkhag Staff. The proposal is to be discussed in the	The Committee has decided to forward reply based upon the Audit Observation made by HR Audit Team of the RCSC & has also decided to adapt immediately some of the good practices recommended in the draft proposal of the Audit	HRO



དཔལ་ལྷན་འབྲུག་གཞུང་།
ཐིམ་ཕུ་རྫོང་ཁག་བདག་སྐྱོང་།
ROYAL GOVERNMENT OF BHUTAN
THIMPHU DZONGKHAG ADMINISTRATION
"Reaching the unreachable"

		DHRC and submit the status of the discussion to HR Audit Division. Since, the observation is not major, the Committee has decided to forward the reply against the Audit Observation & the discussion made for the draft proposal.	Team.	
6	Voluntary resignation tendered by Mr. Prem Lal Mongar, EID No. 9702044 Sr.Technician, Engineering Sector.	Mr. Prem Lal who was on Extra Ordinary Leave (EoL) with effect from 1 st July 2016-30 th June 2018 has tendered online voluntary resignation dated 1 st April, 2018. As per Chapter 20: SEPERATION , Clause 20.4.1: GRATUITY & Sub Clause 20.4.1.4; Condition: His entitlement will be paid only upon production of an Audit, Tax & Financial Institution Clearance Certificates confirming that the retiree has no outstanding advances or loans from financial institutions to which the Dzongkhag Administration was the guarantor.	Taking into note of the Chapter 20: SEPERATION , Clause 20.3: Resignation & Sub Clause: 20.3.1.1: Resignation is accepted with effect from 30 th June 2018. However, he is asked to submit the Audit, Tax & Financial Clearance Certificate confirming that he has no outstanding advances or loans from financial institutions to which the Dzongkhag Administration was the guarantor for the final release of his separation benefits.	HRO/DE
7	Voluntary resignation tendered by Mr. Ratu, EID No. 200912018, Technician, Engineering Sector.	Mr. Rattu who was on EoL with effect from 1 st July, 2016-30 th June, 2018 has tendered online voluntary resignation dated 1 st April, 2018. However, Mr. Rattu during his stay in Thimphu Dzongkhag had	Taking into note of the Chapter 20: SEPERATION , Clause 20.3: Resignation & Sub Clause: 20.3.1.1 of BCSR 2018: Resignation is	HRO/DE



དཔལ་ལྷན་འབྲུག་གཞུང་།
ཐིམ་ཕུ་རྫོང་ཁག་བདག་སྐྱོང་།
ROYAL GOVERNMENT OF BHUTAN
THIMPHU DZONGKHAG ADMINISTRATION
“Reaching the unreached”

		applied vehicle loan through Dzongkhag recommendation. As per Chapter 20: SEPERATION , Clause 20.4.1: GRATUITY & Sub Clause 20.4.1.4: Condition of BCSR 2018: His entitlement will be paid only upon production of an Audit, Tax & Financial Institution Clearance Certificates confirming that the retiree has no outstanding advances or loans from financial institutions to which the Dzongkhag Administration was the guarantor.	accepted with effect from 30 th June 2018. However, he is asked to submit the Audit, Tax & Financial Clearance Certificate confirming that he has no outstanding advances or loans from financial institutions to which the Dzongkhag Administration was the guarantor for the final release of his separation benefits.	
8	Three months EoL to Mrs. Tshering Om S, EID No. 200307379, Teacher, Khasadrapchu MSS.	Based upon the leave application of Ms. Tshering Om S dated 10 th May 2018, the Principal, KMSS vide Letter No. KMSS/06/2017-18/5127 dated 10 th May 2018 has forwarded the three months EoL application with effect from 1 st August-30 th October 2018.	In principal EoL is sanctioned with effect from 1 st August-30 th October, 2018 based on the authority delegated as per Chapter 10: LEAVE Clause 10.12: Extra Ordinary Leave & Sub Clause 10.12.15 of BCSR 2018, however, she is asked to submit the Financial Clearance Certificate confirming that she has no outstanding advances or loans from financial institutions to which the Dzongkhag Administration was the	HRO/DEO



དཔལ་ལྷན་འབྲུག་གཞུང་།
ཐིམ་ཕུ་རྫོང་ཁག་བདག་སྐྱོང་།
ROYAL GOVERNMENT OF BHUTAN
THIMPHU DZONGKHAG ADMINISTRATION
"Reaching the unreachable"

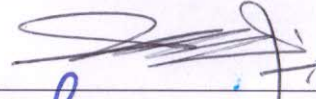
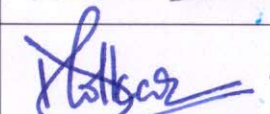
		guarantor since during the EoL period she will not be entitled to any salary. She is further directed to submit duly filled up form 10/2 as required by Chapter 10, Clause 10.12 & Sub Clause 10.12.9 of BCSR 2018	
--	--	--	--

Members present during Dzongkhag HRC Meeting: -

SL.NO	Name	Designation	Sector	Signature
1.	CL Das	Chief DE●	Engineering	
2.	Tashi Namgyel	Chief DEO	Education	
3.	Dhodo	Dy.Chief AO	Agriculture	
4.	Kul Bdr. Gurung	Sr. DLO	Livestock	
5.	Kencho Wangdi	Sr. DHO	Health	
6.	Chimmi Namgyel	DPO	Planning	



དཔལ་ལྷན་འབྲུག་གཞུང་།
ཐིམ་ཕུ་རྫོང་ཁག་བདག་སྐྱོང་།
ROYAL GOVERNMENT OF BHUTAN
THIMPHU DZONGKHAG ADMINISTRATION
“Reaching the unreachable”

7.	Tshewang	Legal Officer	Legal	
8.	Namgyey Dolkar	Offtg. AO	Accounts	

Minute taken by:

(Singye Dorji .T.)
Member Secretary


(Dorji Tshering)
Chairman