



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

Ref.No.TDA/HRD-07/2018-19/5288

15<sup>th</sup> November, 2018

**MINUTES OF THE FINAL MODERATION EXERCISE (FY 2017-2018)**

Date : 15.11.2018  
 Venue : DT Hall  
 Time : 10.00 AM

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

Sl. No.	Agenda point	Discussion	Decision	Follow-up action																						
1.	1. Presentation of result for the assessment of performance for Max Moderation 2017-18.  Presentation of result on assessment of Performance for Max Moderation 2017-18 by the Evaluation Committee based on the following framework as agreed & endorsed in the Pre- Moderation Committee held on dated 9 <sup>th</sup> November, 2018. <table border="1" style="width: 100%; margin-top: 10px;"> <thead> <tr> <th>Evaluation Committee</th> <th>Framework used</th> </tr> </thead> <tbody> <tr> <td>1. Dasho Chewang Jurmi, Dzongrab Gom</td> <td>1. IWP Assessment (30% of the total IWP Score)</td> </tr> <tr> <td>2. Mr. Tashi</td> <td>2. Manners in</td> </tr> </tbody> </table>	Evaluation Committee	Framework used	1. Dasho Chewang Jurmi, Dzongrab Gom	1. IWP Assessment (30% of the total IWP Score)	2. Mr. Tashi	2. Manners in	The Member Secretary presented the result for the assessment of performance. He also presented the Annual Performance Score of the Dzongkhag Administration which is 97.88 for the FY 2017-18. <table border="1" style="width: 100%; margin-top: 10px;"> <thead> <tr> <th>Sl. No.</th> <th>Name &amp; EID No.</th> <th>PT</th> <th>Total marks obtained (100)</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>Gyeltshen, 9406014</td> <td>Sr. Store Keeper VI</td> <td>86.6</td> </tr> <tr> <td>2.</td> <td>Parti Man Rai, 8705022</td> <td>LHS I</td> <td>86.4</td> </tr> <tr> <td>3.</td> <td>Dorji Wangmo, 9212060</td> <td>Sr. Admin Asstt. III</td> <td>85.5</td> </tr> </tbody> </table>	Sl. No.	Name & EID No.	PT	Total marks obtained (100)	1.	Gyeltshen, 9406014	Sr. Store Keeper VI	86.6	2.	Parti Man Rai, 8705022	LHS I	86.4	3.	Dorji Wangmo, 9212060	Sr. Admin Asstt. III	85.5	As discussed & agreed, the following employees have been placed in Outstanding Category for the FY 2017-18. <ol style="list-style-type: none"> <li>1. Gyeltshen, Eid No. 9406014, Sr. Store Keeper</li> <li>2. Parti Man Rai, Eid No. 8705022, LHS I</li> <li>3. Dorji Wangmo, Eid No. 9212060, Sr. Admin Asstt III</li> <li>4. Lham Tshering, Eid No. 9507183, Dy. Chief DEO</li> </ol>	
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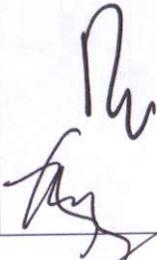
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2.	Namgyel, Chief DEO 3. Mr. Gyembo Dorji, Dy. Chief DHO 4. Mr. Dhodo, Dy. Chief DAO 5. Tenzin Gaylay Norbu, LRO 6. Mr. Singye Dorji .T., HRO	which target values were achieved (Maximum marks 20) 3. Job size (Maximum is 20 marks) 4. Degree of impact on core mission (Maximum is 20 marks) 5. Bouquets & brickbats (+ or-10 marks)	<table border="1"> <tr> <td>4.</td> <td>LhamTsherin g, 9507183</td> <td>Dy. Chief DEO</td> <td>84.4</td> </tr> <tr> <td>5.</td> <td>Kinley Dorji, 200507081</td> <td>Sr. ES III</td> <td>83.5</td> </tr> <tr> <td>6.</td> <td>Dechen Pelzom, 8806053</td> <td>Accts Asstt. IV</td> <td>83.4</td> </tr> <tr> <td>7.</td> <td>Kuenga Wangmo, 9101101</td> <td>Sr. Staff Nurse I</td> <td>80.4</td> </tr> <tr> <td>8.</td> <td>Tshewang Rinchen, 200702003</td> <td>JE</td> <td>79.8</td> </tr> <tr> <td>9.</td> <td>Tsheten Dorji, 201109013</td> <td>Surveyor III</td> <td>77.3</td> </tr> </table>	4.	LhamTsherin g, 9507183	Dy. Chief DEO	84.4	5.	Kinley Dorji, 200507081	Sr. ES III	83.5	6.	Dechen Pelzom, 8806053	Accts Asstt. IV	83.4	7.	Kuenga Wangmo, 9101101	Sr. Staff Nurse I	80.4	8.	Tshewang Rinchen, 200702003	JE	79.8	9.	Tsheten Dorji, 201109013	Surveyor III	77.3	5. Kinley Dorji, Eid No. 200507081, Sr. ES III.  However, the Committee also taking note of the other four remaining nominee's good work performance & pro-activeness, the committee has endorsed to place the remaining four nominees in very good category.  And for the other employees, placement in very Good category & Good was done on Sector nomination by the Sector Head based on the Sectors Annual Performance Agreement Score.  HRO/ Member Secretary to make presentation on the moderation framework developed and applied for 2017-2018 Moderation Exercise in the upcoming Staff Coordination Meeting
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	<p>The Member Secretary briefed the Main Moderation Committee Members that the evaluation was done on the framework discussed &amp; endorsed in the Pre- Moderation Committee meeting held on 9<sup>th</sup> November 2018. The committee was also informed that the nominees for outstanding category were called on individually &amp; interviewed. The nominees were pre-informed to come along with the documentary evidences &amp; any other supporting materials. It was also reminded that the assessment presented is not final &amp; binding. The final endorsement will be only after Moderation Committee Members have</p>																											



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		<p>their final views, observations and recommendation if any against the nominees. The members offered their appreciation to the Panel Members for the way they have carried out assessment &amp; also to the Member Secretary for his initiative &amp; pro-activeness. The Committee members were of the opinion that despite the nine nominees being equally competent, the Committee taking into consideration of their present work load, additional work responsibility assigned beyond their position title &amp; the behaviors has decided to endorse the five top nominees in the outstanding category for the Moderation of the FY 2017-18 of this Dzongkhag Administration. They also expressed that the top five nominees among the nine are found to be hard working, diligent &amp; sincere. They are also found to be discharging the duty beyond their assigned jobs responsibility. The Main Moderation Committee Members also referred the Audit Observation for Financial Year 2016-17 issued by Royal Audit Authority to see if any observations had been made against the nominees &amp; adverse record if any for the past one year.</p>		
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Member present during Dzongkhag Moderation Meeting for FY 2017-18: -

SL.NO	Name	Designation	Sector	Signature
1	ChewangJurmi	DzongrabGom	Secretarial Services	
2	Karma Tshering	DzongrabGom	TMD	
3	Mani Sangye	Dungpa	Lingzhi Drungkhag	not present
4	TashiNamgyel	Chief DEO	Education	on tour.
5.	CL Das	Chief DE	Engineering	on leave
6.	GyemboDorji	Dy. Chief DHO	Health	
7.	Dhodo	Dy. Chief DAO	Agriculture	
8.	Kul BdrGurung	Dy. Chief DLO	Livestock	
9.	Rinzin	CRCO	Civil Registration & Census	

Minute taken by:

(Singye Dorji T)  
Member Secretary

(Dorji Tshering)  
Chairman