



རྒྱལ་ཡོངས་འཕུལ་སྐྱོད་ལྟུང་།  
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Royal Government of Bhutan

DZONGKHAG ADMINISTRATION

Chhoetse-Dzong: Trongsa

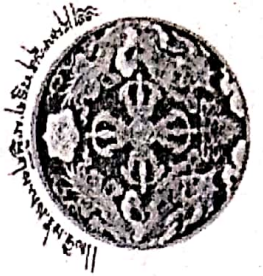
Minutes of 8th HRC Meeting held on 8th July, 2021  
Venue: Conference Hall

Sl.N o	Agenda	Resolution	Remarks
1	Voluntary resignation	The DHRC reviewed and endorsed the voluntary resignation tendered by Ms. Ngawang Dema, ECCD Facilitator, Tongtlophay ECCD Center w.e.f 30.6.2021. However, she has to pay an amount equal to the basic pay for failing to give advance notice period of one month as stipulated in BCSR 2018.	Education office to notify the incumbent
2	Endorsement of Contract Extension	The DHRC reviewed and endorsed the following contract extension proposals; 1. Phuntsho Wangdi, Driver from 31.8.2021 to 31.8.2023 with Upgradation from O4A to O3A. 2. Santa Rai, Caretaker, RNR, Tangsibi Gewog w.e.f 1.10.2021 to 30.9.2023 They shall abide by the terms and conditions stipulated in the contract agreement.	
3	Transfer appeal of Mr. Nima, Driver, Korphu Gewog	The DHRC reviewed the case and decided to withhold his transfer in absence of following documents; 1. Medical certificate issued by the CMO/GDMO 2. Recommendation from Gewog Administration, and 3. Not completed 3 years in current place of posting	
4	Attendance report for the month of June	As per the resolution of 1st PPC Meeting, the HR Officer presented the attendance report for the month of June and found out that most of the officials failed to login to the system and it was marked absent for most of the days. The chairperson instructed the HR section to once again notify all the sectors and staff on leave and attendance policy and decided to see the attendance report for the month of July. The DHRC shall take appropriate action after reviewing the attendance report from July, 2021.	

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4	Contract Extension of NCT	The Dzongkhag Administration received Course Extension of Ms. Dorji Dema, Teacher, Tshangkhang who is currently pursuing Masters of Education Program, Thailand w.c.f Aug. 2019- July 2021. and Ms. Kinley Pen, Teacher, Chendijji PS who is currently pursuing Masters in TESOL, Thailand w.c.f 1st August to 31st January, 2021 for 5 months respectively. Therefore, the DHRC has also extended the service of two NCT who were appointed in place of the aforementioned teachers till the end of academic year 2021.	Education office to inform NCT's.
5	Nomination of Selection Committee for selection of various post announced	in line with section 4.9.2.1 of the BCSR 2018, the DHRC has nominated following officials as the selection committee for the recruitment of various post announced which is scheduled on 9th July, 2021; 1. Karma Dendup, Dzongrab Gom - Chairperson 2. Karma Wangdi, Offtg. Legal Officer - Member 3. Lham Dorji, DCDEO - Member 4. Tashi Dendup, ADHO - Member 5. Jigme Chophel, Sr.DLO - Member	

Tshewang Rinzin  
HR Officer

Dorji Gyeltshen  
DHO

Karma Wangdi  
Offtg. Legal

Phuntsho Rinzin  
Planning Officer

Palden Wangmo  
Chief DEO

Karma Dendup  
DZONGGRAB GOM

Phub Rinzin  
CHAIRPERSON

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དཔལ་ལྷན་འབྲུག་གཞུང་།  
རྫོང་ཁག་བདག་སྐྱོང་། ཆོས་ཅེ་རྫོང་། གྲོང་གསལ་།

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8.7.2021

## DECLARATION OF CONFLICT OF INTEREST

The following officials undersigned declare, as per the provisions of Section 3.3.25 of Chapter 3 of the BCSR 2018, that in serving as a member of HRC in Dzongkhag Administration, Trongsa

- He/She does not have or anticipate any Conflict of Interest. She/he shall notify the Agency concerned immediately in the event such interests arise in the course of or before discharging his/her duty; OR
- He/She does have Conflict of Interest in view of the following reason(s): 1) Family Member 2) Close Relative 3) Close Friend 4) In-Laws 5) Enemy or 6) Others

He/She hereby confirms that the above information is true to the best of his/her knowledge. In the event the above declaration is found to be incorrect, the individual concerned shall be liable for administrative/legal action.

Members Name\Designation	Signature	Conflict to be Declared
Jelden Wangmo (DEO)		✓
Phub Rinzin		✓
Tobgy Dendup		✓
Karma Dhendup		✓
Karma Ngach		✓
Wang Rinzin		✓
Phub Rinzin		Chairperson.

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