



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



Royal Government of Bhutan

DZONGKHAG ADMINISTRATION

Chhoetse-Dzong: Trongsa

"A socio-economically vibrant Dzongkhag, living in harmony with nature"

DAT/HRS-08/2020-2021/ 3813

April 6, 2021

Minutes of the 5th HRC meeting

The 5th Dzongkhag Human Resource Committee meeting was held on 6th April 2021 from 10:30 AM to 12:00 AM in Dasho Dzongrab's chamber with the objective to discuss and endorse HR issues.

Chairperson, Karma Dendup, Sr. Dzongrab

Members present:

- 1) Karma Dendup, Sr. Dzongrab
- 2) Phuntsho Rinzin, PO
- 3) Pelden Wangmo, DCDEO
- 4) Dorji Gyeltshen, Sr. DHO
- 5) Tshewang Rinzin, Member Secretary

- HRC members have declared conflict of interest prior to the meeting/decision making.

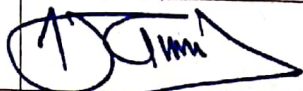
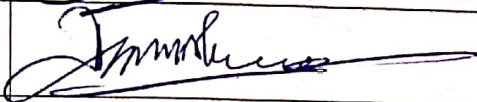
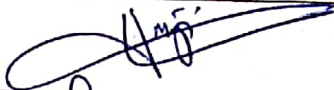
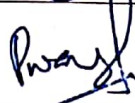
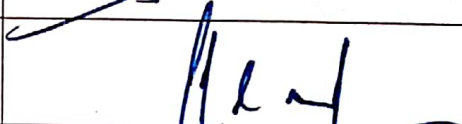
Sl.No.	Agenda	Resolution	Remarks
1	Endorsement of Contract extension	In line with 5.9.1 & 5.9.4 of BCSR 2018, the DHRC endorsed the extension (list attached).	Approved
2	Voluntary resignation	In the line with 20.3.1.1 and 20.3.1.2 of BCSR 2018, the DHRC approved for voluntary resignation tendered by following officials: <ol style="list-style-type: none"> 1. Mrs. Karma Lhadon, (EID:2107256), Teacher, Trongsa PS, w.e.f 1/4/2021 2. Budhi Maya Subba, (EID: 20190314713) Adm.Asst, Sherubling CS, w.e.f.15/03/2021 3. Ugyen Dorji, Caretaker, Trashiling BHU, w.e.f. 1/3/2021 4. Suk Maya Blon, Caretaker, Taktse CS, w.e.f. 31/3/2021 5. Sonam Dorji, Caretaker, Chendebji Chorten, w.e.f.31/3/2021 	Approved

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3	Intra-Transfer of ECCD Facilitators	<p>In line with 14.4.8 of BCSR 2018, the DHRC has endorsed Intra-transfer of following ECCD Facilitators:</p> <ol style="list-style-type: none"> 1. Sangay Lhaden (EID:20190514942) from Chendebji ECCD to Taktse CS II with effect from 01/04/2021 1. Sonam Yangki (EID:20190113785) from Jangbi PS to Sherubling ECCD with effect from 01/04/2021 	Approved
4	Endorsement of LTT Proposal.	The DHRC has endorsed LLT proposal of Mrs. Ugyen Lhamo (EID:20160106590) Teacher of Sherubling CS.	Approved
5	Endorsement of new recruitment to be appoint with effect from 01/04/2021 and 15/4/2021	The DHRC has endorsed the new recruitment of 3 NCTs, 3 Adm. Asst., 1 ECCD Facilitator, 1 Librarian, 1 Store Asst., 2 Wardens, 1 Receptionist, 3 ward boy/girl, 1 CLC manager, 4 caretakers, 3 cooks, 3 sweepers, , 1 Misungpa	Endorsed
6	Discussion on the intra-transfer appeal by Mrs. Chimi Wangmo , HA of Dangdung BHU I to Kuengarabten BHU	HRC deliberated on the issue and come to the end that she is mandatory to move on transfer immediately since Dangdung BHU I has excess HA whereas Kuengarabten BHU has shortage of HA.	Dzongkhag may facilitate transportation base on her appeal.
7	Responsibility of Dzong Maintenance Engineer	As appeal by Ugyen Dema Tshering, Dzong maintenance Engineer to handover the Dzong Maintenance Unit to Mr. Choida, Dy. Executive Engineer	Mr. Choida, Dy. Executive Engineer is entrusted with the responsibility of Dzong Maintenance as appealed by Ms. Ugyen Dema Tshering.

Committee Members

Sl. No	Name	Position Title	Signature
1	Tshewang Rinzin	Member Secretary	
2	Phuntsho Rinzin	Planning Officer	
3	Dorji Gyeltshen	Sr. DHO	
4	Pelden Wangmo	Dy. Chief DEO	
5	Karma Dhendup	Sr. Dzongrab	

Contract extension list for endorsement

Sl	Name	Designation	From	End	School/place	Remark
1	Tashi Choden	GAO	15/8/2021	14/8/2023	Korphu Gewog	Approved
2	Thinley Chezom	IT lab Asst	1/8/2021	31/12/2022	Taktse CS	Approved
3	Sangay Phuntsho	Adm. Asst	1/8/2021	31/12/2022	Samcholing PS	Approved
4	Tshering Dema	SSI	15/7/2021	14/7/2023	Trongsa PS	Approved
5	Phub Zam	Receptionist	1/8/2021	31/7/2023	Trongsa Hospital	Approved
6	Leki Tshering	Cook	1/8/2021	31/12/2022	Samcholing HSS	Approved
7	Sangay Choden	Sweeper	1/7/2021	31/12/2022	Samcholing HSS	Approved
8	Sherab Dema	Sweeper	1/7/2021	31/12/2022	Samcholing HSS	Approved
9	Sonam Jambay	Cook	1/7/2021	31/12/2022	Samcholing HSS	Approved
10	Phuntsho	Cook	1/7/2021	31/12/2022	Jangbi ps	Approved
11	Pema Jigme	Cook	1/8/2021	31/12/2022	Yudrugcholing PS	Approved
12	Mon Bdr Mafchan	Driver	1/6/2021	31/5/2023	Trongsa Hospital	Approved
13	Nakong	Caretaker	15/4/2021	31/5/2023	Korphu RNR	Approved
14	Dechen	Caretaker	1/6/2021	31/5/2023	Dzongkhag	Approved
15	Nado	Cook	1/7/2021	31/12/2022	Kella ECR	Approved
16	Lemo	Cook	1/5/2021	31/12/2022	Langthel LSS	Approved
17	Kinzang Lhadon	Sweeper	1/7/2021	31/12/2022	Langthel LSS	Approved
18	Naku	Cook	1/7/2021	31/12/2022	Langthel LSS	Approved
19	Thinley Jamtsho	Caregiver	1/8/2021	31/12/2022	Tshangkha CS	Approved
20	Karma Lhamo	Sweeper	1/6/2021	31/12/2022	Tshangkha CS	Approved
21	Phul Maya Blon	cook	1/5/2021	31/12/2022	Tshangkha CS	Approved
22	Padma Maya Rai	Caretaker	1/7/2021	31/12/2022	Tshangkha CS	Approved
23	Kumar Ghalley	Sweeper	1/7/2021	31/12/2022	Tshangkha CS	Approved
24	Dhan Bdr. Ghalley	Cook	1/7/2021	31/12/2022	Tshangkha CS	Approved
25	Tashi Dorji	cook	1/7/2021	31/12/2022	Tshangkha CS	Approved
26	Sancha Maya	Caretaker	1/7/2021	31/12/2022	Tshangkha CS	Approved
27	Ngawang Phuntsho	Cook	1/7/2021	31/12/2022	Tshangkha CS	Approved
28	Dak Bdr. Rai	Ward Boy	1/7/2021	30/6/2023	Trongsa Hospital	Approved
29	Santa Bir Moktan	Caretaker	1/7/2021	30/6/2023	Trongsa Hospital	Approved
30	Mindu Mo	Gardener	1/7/2021	30/6/2023	Trongsa Hospital	Approved
31	Migma Dolma Tamang	Caretaker	1/7/2021	31/12/2022	Karshong PS	Approved
32	Dhan Bdr. Blon	Cook	1/7/2021	31/12/2022	Karshong PS	Approved
33	Sangay Dorji	cook	1/6/2021	31/12/2022	Trongsa PS	Approved
34	Chogyal Zangmo	Caretaker	1/6/2021	31/12/2022	Trongsa PS	Approved
35	Sangay Wangmo	Sweeper	1/6/2021	31/12/2022	Trongsa PS	Approved
36	Norzom	Sweeper	1/6/2021	31/12/2022	Taktse CS II	Approved
37	Budhi Man Thingh	Cook	1/6/2021	31/12/2022	Taktse CS	Approved
38	Sonam Lhamo	Sweeper	1/6/2021	31/12/2022	Samcholing PS	Approved
39	Sonam Choden	Sweeper	1/6/2021	31/12/2022	Kuengarabten PS	Approved
40	Norbu Selden	Sweeper	1/5/2021	31/12/2022	Baling PS	Approved
41	Tashi Dendup	Caretaker	1/6/2021	31/12/2022	Simphu ECR	Approved
42	Tshewang Penjor	Khanyer	1/7/2021	30/6/2023	Dzongkhag	Approved
43	BoktoMo	Gardener	1/7/2021	30/6/2022	Dzongkhag	Approved

44	Pema Gyeltshen	Caretaker	1/7/2021	30/6/2022	Threpang	Approved
45	Jungten Jatmsho	Messenger	1/7/2021	30/6/2022	Dzongkhag	Approved
46	Sangay Dorji	Caretaker	1/7/2021	30/6/2022	Jangbi BHU	Approved
47	Ngawang Thinley	Caretaker	1/7/2021	30/6/2022	Kuengarabten RNR	Approved
48	Chimi	Caretaker	1/7/2021	31/12/2022	Tongtophey PS	Approved
49	Kamala Rai	Sweeper	1/7/2021	31/12/2022	Sherubling CS	Approved
50	Jigme	Cook	1/7/2021	31/12/2022	Sherubling CS	Approved

51. Tshering Phuntsho Caretaker

52. Marcus Rai Sweeper



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Royal Government of Bhutan

DZONGKHAG ADMINISTRATION

Chhoetse-Dzong: Trongsa

"A socio-economically vibrant Dzongkhag, living in harmony with nature"

Ref/DAT/EDN/14/2021-2022/ 3474

25th March, 2021.

To
The Human Resource Officer,
Dzongkhag Administration
Trongsa

Sub: Intra-Transfer Proposal of ECCD Facilitator.

Sir,

The Education office would like to propose intra-transfer of the following ECCD Facilitator.

Sl.no	Name	Present Centre	Transfer Proposed to	Reason
1	Sangay Lhaden	Chendebji ECCD	Taktse CS II	Taktse CS II has 30 children with only 1 facilitator, and needs 2 facilitators for efficient services. Besides, she need to be considered on marital ground since her husband works at CLCS. Chendebji ECCD has 1 facilitator with 19 children.
2	Sonam Yangki	Jangbi ECCD	Sherubling ECCD	Sherubling ECCD has 57 children with only 2 facilitators. One of them is leaving for maternity leave by April. The Centre is actually eligible for 3 facilitators. Jangbi ECCD is temporarily closed as there are only 3 children. Facilitator's transfer is recommended at Sherubling.

This is submitted for kind approval please.

Your Sincerely,

Pelden Wangmo
(Dy.CDEO)

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Office file

done
Pl. copy to

PABX:- 03-521577

www.trongs.gov.bt
521231

FAX:- 03-

Budhi Maya Subba
Adm Asst
Sherubling Central School

1st Feb 2021

Mr Rajesh Rai
Principal
Sherubling Central School
Trongsa, Bhutan

Subject: **Resignation letter**

Dear Mr. Rai.

I would like to inform you that I am resigning from my position as Adm Assistant, w.e.f 15/03/2021.

Thank you for all the support and opportunities you have provided me over the years. I have truly enjoyed my time working at Sherubling Central School and I am grateful for the encouragement you have given me to pursue my personal and professional goals.

I will do everything I can to complete my current work and train other team members to take over my duties. Please let me know if there is anything else I can do to help during this transition period.

I wish success for the future and hope to stay in touch.

Thanking you

Yours faithfully

B.S.

Budhi Maya Subba
Adm Asst

*Forwarded to Mr. Setchur
Pwanf
8/2/2021*

Approved. However, forwarded to Chief DGO, Trongsa for kind information & timely recruitment of one Admin. Assistant in favour of Sherubling CS, please.

[Signature]
PRINCIPAL | 01/02/2021.
Sherubling Central School



ROYAL GOVERNMENT OF BHUTAN
DZONGKHAG ADMINISTRATION
Trashiling BHU:Tangsibjee Gewog
Health Sector

"New Era in Health and Challenges Ahead (2008-2018)"

DHO
Dzongkhag Administration
Trongsa

08.02.2021

Sub: Resignation

Respected Sir,

This is to kindly inform your good office that undersigned would like to resigned from the present office due to domestic problem where by undersigned would not able to do the regular duty as per the rules of government services w.e. f. dated 08/02/2021 - 1st / 31 2021

This is being Submitted for your kind information & further necessary action please.

Thanking You

Yours Faithfully,



Ugyen Dorji

Trashiling Phc

6-03-2021

To

The Principal

Taktse Central School

Trongsa

Sub: Letter of resignation

Respected Sir

I would like to implore to your jurisdiction that I officially want to resign from my job from 31st March 2021 from this month because my aged parents are old and no one to look after them.

I will be grateful for your kind support rendered in this during my tenure as a care taker for few years. My identity card no. 10305002667 thram no. 373 house no. Ga-5-87

Therefore, I kindly request your office to accept my resignation.

Thanking you

Yours faithfully



Suk Maya Blon

Date: 11th February 2021

To

The Principal

Trongsa Primary School

Trongsa Dzongkhag.

Subject: Letter of Resignation

Sir,

It has been a lifetime pleasure to serve at Trongsa Primary School as teacher and I would love to continue the same. However, due to unavoidable personal issues and circumstances, I regret to put forward this letter of resignation at this odd hour of academic session.

Since, my resignation has turned inevitable due to personal circumstances, kindly accept my proposal for resignation. I would be grateful if your kind self could process my resignation as per norms that may apply.

I would like to resign with effect from 30th April 2021.

Thanking you

Yours Sincerely




Karma Lhadon

Teacher

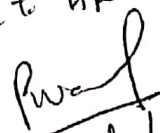
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Forwarded to Trongsa Education
Office for kind follow up please.

11/2/2021


Principal
Trongsa Primary School
Trongsa, Bhutan

Forwarded to HR Section.


18/3/2021

(၆) သာဓကအားဖြင့် ပုံစံ ၇ ခု ဖြစ်ပါသည်။

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ਅਫ਼ੀਸਰੀਆਂ ਦੇ ਪ੍ਰਮਾਣਿਤ ਕਰਮਚਾਰੀਆਂ ਦੀ ਸੂਚੀ

१७५३

१९५३-५४ ईश्वर प्रसाद शर्मा द्वारा लिखित।

मिस. एस. सु. मनीषिनी. सुप. ५५. श्री. ३.

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சூ.கு.

W.E.F
31/3/2021

The
Chair Person
Human Resource Officer
Dzongkhag Administration
Trongsa

Date:09-02-21

Sub: Appeal For Cancellation of Transfer

Respected sir,

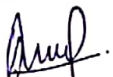
As per the order no.DAT/HRS-23/2020-2021/2627 dated 02-02-21 undersigned is transferred to Kingrabten BHU

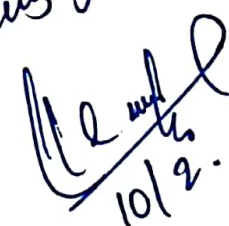
I have no intention of destroying the decision of your office at any cost for I am bound to perform my duty at any place. However, as your good office is aware that due to the world wide pandemic each and every one of us are affected financially very badly. Moreover my husband has lost his earnings due to the pandemic and he lost his father all of suddenly recently. We have loans to repay which made me financially unstable and in total financial crisis.

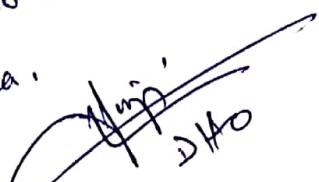
When we are struggling with financial crisis, the adhoc transfer is an added burden to me. Therefore, I would like to request sir to kindly consider cancellation of my transfer.

Thanking You

Yours faithfully


(Chimi Wangmo)
EID.20130802778

DHO/HRO.
discuss and work out
accordingly.

10/2.

DASHO/HRO
we have shortage of
Kingrabten and excess at
Dangdang CHU, Therefore
she shall move to new place of
posting la.

DHO

The
Chair Person
Human Resource Officer
Dzongkhag Administration
Trongsa

Date: 09-02-2021

Sub: Request to Retain Female HA

Respected sir,

With recent transfer order of Mrs. Chimi Wangmo(HA) Dangdung Hospital, we would be left with only one female HA. Community Health Unit of Dangdung caters our services to more than 3000 population excluding people from Korphu, Drakteng and even people from Jangbi chiwog.

It would be very difficult for a lone Female HA to accomplish the unmet need of sexual and reproductive health rights of the public. As most of the service seekers of CHU are female which requires female health worker to protect their rights and privacy.

Moreover, services like Papsmear,VCT,ANC, PNC, family planning and gender related(female) demands female health workers.

Thus, in view of mentioned rationale, we would like to request your good office to kindly consider the transfer of Mrs. Chimi Wangmo.

As always we look forward for your continued support.

Thanking You

Yours faithfully


DR.LODAY SINGYE
TSHERING
GDMO
MM-461



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



Royal Government of Bhutan

DZONGKHAG ADMINISTRATION

Chhoetse-Dzong: Trongsa

"A socio-economically vibrant Dzongkhag, living in harmony with nature"

DAT/ES-33/2020-2021/ 2682

Date: 04/02/2021

The Dasho Dzongrab
 Dzongkhag Administration
 Trongsa

Subject: Withdrawal from the Dzong Maintenance Unit

Respected Dasho,

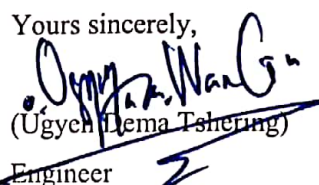
May I apprise the following facts with regard to the management of Dzong Maintenance Unit delegated to me as per the letter vide DAT/HR-01/2020/3051 dated 24/06/2020. I am immensely grateful to the management for entrusting with such important responsibility of managing the unit. It was a privilege to serve at the best ability of me but due to lack of experience, I am now not confident to continue my responsibility. I am doubtful that due to my inexperience it may hamper the unit and may cause inconveniences.

Therefore, I would like to apprise your considerable self to look into the matter to handover the responsibility to an experienced engineer Mr. Choida whom we have mutually agreed to take over the responsibility.

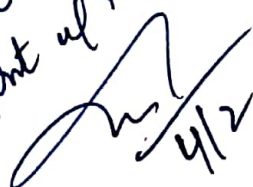
Submitted for Dasho's generous consideration for favourable and necessary action please.

Thanking You.

Yours sincerely,


 (Ugyen Lema Tshering)
 Engineer

Choida EID
 200307016

HRO.
 Pl. discuss & prob.
 put up to HRC.

 4/2

Engineering section telephone no: 03521153,



དཔལ་ལྷན་འབྲུག་གཞུང་།
ཇོང་ཁག་འདུག་རྒྱུང་། ཆེས་ཆེ་ཇོང་། རྩོང་གསལ་།
ROYAL GOVERNMENT OF BHUTAN
DZONGKHAG ADMINISTRATION
Chhoetse-Dzong: Trongsa

Declaration of Conflicts of Interest

The following officials hereby declare that:

☒ We do not have any pecuniary interest or other personal interest, (actual or potential) in any matter that raises or may raise a conflict with our duties as a Member of HR (Committee/Board) of Trongsa Dzongkhag Administration. We shall notify the Management or Committee concerned immediately in the event of such interest arises in the course of discharging our duty as HR Committee.

☐ If (yes)
Briefly describe the nature of interest:

i. Do you think you would be able to take decisions impartially despite the Conflicts of Interest?
Yes ☐ No ☐

I confirm that the above information is true to the best of my knowledge. In the event the above declaration is found to be incorrect, I shall be liable for administrative/legal action as per the Anti-Corruption Act of Bhutan 2011 and other relevant Rules and Laws of the land.

Signature of the Panel Member:

Date: 6/4/2021.

1. Dashi Dzonguab

2. Donyi Gyeltshen, DHO

3. Pshewang Rinji, HHO

4. Palden Wangmo, DCHO

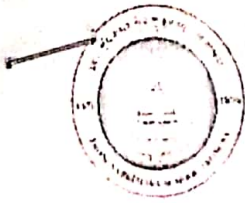
5.

Contract extension list for endorsement

Sl	Name	Designation	From	End	School/place	Remark
✓ 1	Tashi Choden	GAO	15/8/2021	14/8/2023	Korphu Gewog	Approved <i>Submitted to HEC on 13/4/2021</i>
2	Thinley Chezom	IT lab Asst	1/8/2021	31/12/2022	Taktse CS	Approved
3	Dawa Chezom	Matron	1/8/2021	31/12/2022	Taktse CS	Approved
4	Sangay Phuntsho	Adm. Asst	1/8/2021	31/12/2022	Samcholing PS	Approved
✓ 5	Tshering Dema	SSI	15/7/2021	14/7/2023	Trongsa PS	Approved <i>Submitted to HEC on 13/4/2021</i>
✓ 6	Phub Zam	Receptionist	1/8/2021	31/7/2023	Trongsa Hospital	Approved
✓ 7	Leki Tshering	Cook	1/8/2021	31/12/2022	Samcholing HSS	Approved
✓ 8	Sangay Choden	Sweeper	1/7/2021	31/12/2022	Samcholing HSS	Approved
✓ 9	Sherab Dema	Sweeper	1/7/2021	31/12/2022	Samcholing HSS	Approved
✓ 10	Sonam Jambay	Cook	1/7/2021	31/12/2022	Samcholing HSS	Approved
✓ 11	Phuntsho	Cook	1/7/2021	31/12/2022	Jangbi ps	Approved
✓ 12	Pema Jigme	Cook	1/8/2021	31/12/2022	Yudrugcholing PS	Approved
✓ 13	Mon Bdr Mafchan	Driver	1/6/2021	31/5/2023	Trongsa Hospital	Approved
✓ 14	Nakong	Caretaker	15/4/2021	31/5/2023	Korphu RNR	Approved
✓ 15	Dechen	Caretaker	1/6/2021	31/5/2023	Dzongkhag	Approved
✓ 16	Nado	Cook	1/7/2021	31/12/2022	Kella ECR	Approved
✓ 17	Lemo	Cook	1/5/2021	31/12/2022	Langthel LSS	Approved
✓ 18	Kinzang Lhadon	Sweeper	1/7/2021	31/12/2022	Langthel LSS	Approved
✓ 19	Naku	Cook	1/7/2021	31/12/2022	Langthel LSS	Approved
✓ 20	Thinley Jamtsho	Caregiver	1/8/2021	31/12/2022	Langthel LSS	Approved
✓ 21	Karma Lhamo	Sweeper	1/6/2021	31/12/2022	Langthel LSS	Approved
✓ 22	Phul Maya Blon	cook	1/5/2021	31/12/2022	Langthel LSS	Approved
✓ 23	Padma Maya Rai	Caretaker	1/7/2021	31/12/2022	Langthel LSS	Approved
✓ 24	Kumar Ghalley	Sweeper	1/7/2021	31/12/2022	Langthel LSS	Approved
✓ 25	Dhan Bdr. Ghalley	Cook	1/7/2021	31/12/2022	Langthel LSS	Approved
✓ 26	Tashi Dorji	cook	1/7/2021	31/12/2022	Langthel LSS	Approved
✓ 27	Ngawang Phuntsho	Cook	1/7/2021	31/12/2022	Langthel LSS	Approved
✓ 28	Dak Bdr. Rai	Ward Boy	1/7/2021	30/6/2023	Trongsa Hospital	Approved
✓ 29	Santa Bir Moktan	Caretaker	1/7/2021	30/6/2023	Trongsa Hospital	Approved
✓ 30	Mindu Mo	Gardener	1/7/2021	30/6/2023	Trongsa Hospital	Approved
✓ 31	Migma Dolma Tamang	Caretaker	1/7/2021	31/12/2022	Karshong PS	Approved
✓ 32	Dhan Bdr. Blon	Cook	1/7/2021	31/12/2022	Karshong PS	Approved
✓ 33	Sangay Dorji	cook	1/6/2021	31/12/2022	Trongsa PS	Approved
✓ 34	Chogyal Zangmo	Caretaker	1/6/2021	31/12/2022	Trongsa PS	Approved
✓ 35	Sangay Wangrno	Sweeper	1/6/2021	31/12/2022	Trongsa PS	Approved
✓ 36	Norzom	Sweeper	1/6/2021	31/12/2022	Taktse CS II	Approved
✓ 37	Budhi Man Thingh	Cook	1/6/2021	31/12/2022	Taktse CS	Approved
✓ 38	Suk Maya Blon	Caretaker	1/6/2021	31/12/2022	Taktse CS	Approved
✓ 39	Sonam Lhamo	Sweeper	1/6/2021	31/12/2022	Samcholing PS	Approved
✓ 40	Sonam Choden	Sweeper	1/6/2021	31/12/2022	Kuengarabten PS	Approved
✓ 41	Norbu Selden	Sweeper	1/5/2021	31/12/2022	Baling PS	Approved
✓ 42	Tashi Dendup	Caretaker	1/6/2021	31/12/2022	Simphu ECR	Approved
✓ 43	Tshewang Penjor	Khanyer	1/7/2021	30/6/2023	Dzongkhag	Approved

✓ Sancha Maya / caretaker / 1/7/2021 / 30/6/2023 — Tshewang —

44	BoktoMo	Gardener	1/7/2021	30/6/2022	Dzongkhag	Approved ✓
45	Pema Gyeltshen	Caretaker	1/7/2021	30/6/2022	Threpang	Approved ✓
46	Jungten Jatmsho	Messenger	1/7/2021	30/6/2022	Dzongkhag	Approved ✓
47	Sangay Dorji	Caretaker	1/7/2021	30/6/2022	Jangbi BHU	Approved ✓
48	Ngawang Thinley	Caretaker	1/7/2021	30/6/2022	Kuengarabten RNR	Approved ✓
✓ 49	Chimi	Caretaker	1/7/2021	31/12/2022	Tongtophey PS	Approved
✓ 50	Kamala Rai	Sweeper	1/7/2021	31/12/2022	Sherubling CS	Approved
✓ 51	Jigme	Cook	1/7/2021	31/12/2022	Sherubling CS	Approved



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Royal Government of Bhutan
Ministry of Education

Trongsa Primary School
Trongsa



Ref/TPS/46/2021/ 401

2nd April, 2021

The Dzongkhag Education Officer
Dzongkhag Administration
Trongsa

Subject: ^{Medical} ~~Maternity~~ Leave

Sir,

This is to certify that Mrs. Tashi Wangmo presently working as ECCD Facilitator of Sherubling ECCD Centre submitted the Certificate for ^{Medical} ~~Maternity~~ Leave from 05-04-2021 till the delivery and the office is forwarding the letter for necessary follow up please.

Therefore, I request sir to kindly consider the reason mention above. This is being submitted for your kind information and necessary action please.

Thanking You.

Yours Sincerely,


(Karma Phuntsho)

Principal,
Principal
Trongsa Primary School
Trongsa, Bhutan

Cc:

1. HR Officer, Dzongkhag Administration, Trongsa
2. Office File

Principal: 17694765/ 17122712

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དཔལ་ལྷན་འབྲུག་གཞུང་། Royal Government of Bhutan

སྤྱི་ཁབ་ཞབས་ཏོག་གཞི་བཅུག་ཁུངས་། Hospital Services: Health Sector

ཇོང་ཁག་འཕྲུལ་སྤྱོད་ཁུངས་། Dzongkhag Administration, Trongsa

Hospital Services: Health Sector

Dzongkhag Administration, Trongsa



Ref. No. DAT/HIS/21/2020-2021/

Date: 01/04/21

MEDICAL/ SICK LEAVE CERTIFICATE

I certify that Mr. /Mrs. /Ms. Tashi Wangmo Age 25/F Gender F/M

Bearing CID No. 12007003608 Employee/Student/Resident of

Sherabling PS / FUD



Was unable to attend work/School



Will be unable to attend work/School

From 05/04/21 to tin the delivery of baby

Additional Comments: - Referring to JDHNRH, Thimphu for safe delivery after consulting a Gynaecologist.

- PMH, POU-36 + 5 WK, FDD-28/04/21

Signature of Certifier:

Name: Tashi Wangmo

Designation: (Dr. Yeshe Jamshi)

BMHC Reg. No.: 110, MM-299

Health Centre:

Date (Certificate is signed):

Official Seal:

1 cut

sent to HR section

with a copy to Education Office.

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Thimphu Hospital

THIMPHU: BHUTAN

OPD CARD

Citizen ID No.: 12007003608

Date: 1/4/21.

Name: Tashi Wangmo	Age/Sex: 25/F 25/M	Address: Slings
Reg. No.: 3444/21.	Disease code: a b c	CH No.:

Primi at POG - 36+3 wks


RDD - 26/04/21 (From USA)

- No complaint
- Planning to go to JOMARA, Thimphu for delivery

WGA - SLTUF in cephalic presentation

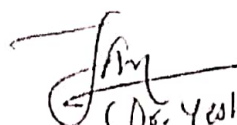
- AFI - 13.3 cm
- FHR - 145 bpm.

O/E - Afebrile

 SFH ~ 120.

Adv - 1st.

- Rencen E Gyacchunt at JOMARA for Expert m.p.
- Flap Amc at JOMARA.


(Dr. Yeshu)
mm - 24

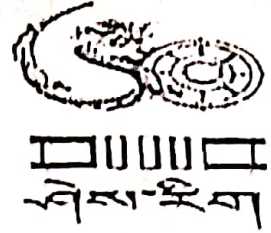
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Royal Government of Bhutan
Ministry of Education

SIMPHU EXTENDED CLASSROOM
Choetse-dzong: Trongsa



Ref.No.SimphuECR-03/2021/5

17/03/2021

The Dzongkhag Human Resource Officer,
Dzongkhag Administration,
Trongsa.

Sub : Completion of probation period.

Sir,

This is to appraise your good office that Mrs. Dechen Pelmo, Teacher of Simphu ECR bearing EID 20200116487 has successfully completed her probation period on 1st February 2021 without giving any hindrance to the school administration.

Therefore, may I request your good office to kindly regularize her. Submitted for your kind and necessary action please.

Yours sincerely,

Namgay Rinchen

Namgay Rinchen

Copy to:

1. School Principal
Simphu Com. Pry. School
Trongsa Dzongkhag
2. Education Officer
3. HRO's office

Phone

17240287

simphuecr@education.gov.bt

To
The Human Resource Officer
Trongsa

Subject: To make changes in my ZEST

11/3/21

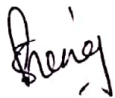
Respected sir

I, Tshering Yangzom bearing EID number 20170308716, staff of Trongsa Primary School would like to request your kind self to remove Chhimi Dorji which is mentioned as my spouse in ZEST system.

I would be very grateful if sir could take my request under consideration.

Thanking You

Yours faithfully



Tshering Yangzom

To
The Human Resource Officer
Trongsa

Subject: To make changes in my ZES

11/3/21

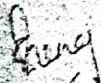
Respected sir

1. Tshering Yangzom bearing EID number 20170308716, staff of Trongsa Primary School would like to request your kind self to remove Chhimi Dorji which is mentioned as my spouse in ZES system.

I would be very grateful if sir could take my request under consideration.

Thanking You

Yours faithfully



Tshering Yangzom

༢། དཔལ་ལྷན་འབྲུག་པའི་ཕྱི་མས་ཀྱི་འདུན་ས།
ROYAL COURT OF JUSTICE

अधिमेषादेषु पत्रेक-७०

गठेव सुखं कवर्णे गठेव मया

३ दयादा गणेशमस्तु मीरं गणेशाय नमः शिवाय श्रीगणेशाय नमः २०२१-०६) स्वामी श्रीदेव १९.०२.२०२१
श्रीगणेशाय नमः

- [illegible]



प्राप्त

[illegible]

ལྷན་སྐྱེས་པ་མཐུན་པོ།
དང་དཔེ།

ମୌଳିକ ସାଧାରଣ ସିଦ୍ଧାନ୍ତ ଶ୍ରୀ ୧୨୫୭ ବା