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ROYAL GOVERNMENT OF BHUTAN
ROYAL CIVIL SERVICE COMMISSION
Excellence in Service



RCSC/LD-63/2022/ 5100

August 2, 2022

Evaluation for the FY 21-22 and Performance Planning for the FY 22-23

Performance Management System is a tool to help individuals plan their Business delivery and development. It is also a mechanism for Managers to support and build capacities of their employees through continuous monitoring of their performance towards assigned targets. In doing so, managers should be given flexibility to strategize and set targets anchored to national objectives and be assigned accountability against results.

In view of the above, following amendment to the MaX framework was approved by the Commission during its 148th Commission meeting held on August 2, 2022 and accordingly MaX online system has been enhanced and the framework updated:

A. Evaluation for FY 21-22:

a. Executives and P1 Management:

All Executives and P1 Management to update achievement of leadership statement in the MaX online System. Final scoring will be "Exceeding Expectation, Meeting Expectation, Does not Meet Expectation" along with qualitative assessment, and assessor as below:

- i. Head of the agencies: RCSC Commission/independent Panelist.
- ii. Executives of Department by Secretaries of the Agencies.
- iii. P1 Management by Executive supervisor.

For FY 21-22, the SCS performance score/evaluation should be completed by August 15, 2022.

b. P1 specialist and Executive Specialist:

- i. All P1S and ES3/2/1 to be moderated in the agency as per agency categorisation framework.
- ii. For Principals P1S and ES3/2/1, RCSC will notify the framework separately during January/February 2023.

c. Professional Management Category (<=P2) and Senior Support Category:

- i. Moderation as per agency categorisation framework as per current practice.
For b and c, the deadline for updating evaluation remains as status quo which is October 15 of every year.



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B. Planning for the FY 22-23:

a. Executives and P1 Management:

- i. **Executives:** Under the Business Delivery, should identify targets based on Section 1 sub level 4 of APA
- ii. **P1 Management :** Under the Business Delivery, should identify targets based on Section II of APA.

b. P1 specialist and Executive Specialist:

- i. All specialists to identify targets against three roles of Specialists: Technical Advisor, Strategic Partner and Researcher.

c. Professional Management Category (<=P2) and Supervisory and Support Category:

- i. PMC and SSC to Identify KPI based on the division output formulated by the Division head or executive as relevant .

d. Current 4 levels of Targets will be replaced by **one KPI.**

e. KPI can be changed/edited/updated with continuous monitoring and real time performance feedback updates by the supervisor until the end of Fiscal year.

f. The planning option in MaX online system will only be opened from **August 16, 2022 after the evaluation is completed to allow time for supervisors to carry out evaluation and planning in a phased manner.**

(Karma Hamu Dorjee)
Chairperson

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