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རྒྱལ་གཞུང་གི་གཞི་རྒྱུ་ལྷན་ཚོགས།
ROYAL GOVERNMENT OF BHUTAN
ROYAL CIVIL SERVICE COMMISSION
Excellence in Service



RCSC/LS-63/2016/ 1613

17 November, 2016

NOTIFICATION

The 83rd Commission held on 15th November, 2016 decided that in order to uphold civil service values of transparency and meritocracy, all lateral transfers of civil servants in **Positions P2 and below** need to be preceded by an **Open Announcement on Ministry's/Agency's website**. The Commission decided that:

1. All vacancies which are required to be urgently filled up from within the in-service pool of candidates should be announced on the website of the concerned Agency **for a minimum period of two weeks**.
2. After having announced for the stipulated time period, even if there is only one eligible applicant, the transfer may be initiated upon fulfilling the requirements; due processes and upon approval of the HRC.
3. The HRC of the Ministry/Agency shall have the right to refusal or acceptance of the candidate.
4. The above shall include even transfers involving change in Position Title with change in MoG but within the same Superstructure.
5. Positions at the Entry level may also be opened up to be filled in by relevant applicant who fulfills the requirement under superstructure.
6. In the event, there are more than one candidate applying for the position, the HRC of the Agency shall select the best candidate and propose for the transfer as per transfer rule/practice.
7. RCSC shall reserve the right to redeploy excess staff from one Agency to another even if the vacancies are not announced.
8. Parent Agencies which carry out regular mass transfers annually should follow their normal procedures without having to follow the above processes.

Therefore all Ministries and Agencies are requested kindly to implement accordingly with immediate effect.

(Lhendup Wangchu)
Royal Civil Service Commission

Copy to:

1. Hon. Secretaries, Ministries, Thimphu for kind information



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2. Hon. Chairman, Anti Corruption Commission, Thimphu for kind information
3. Hon. Auditor General, RAA, Thimphu for kind information
4. Heads, Autonomous Agencies, for kind information
5. Dasho Dzongdag, 20 Dzongkhags for information
6. Chief HROs/HROs, All Agencies for necessary action