



དཔལ་ལྷན་འབྲུག་གཞུང་།  
 རྒྱལ་གཞུང་གི་གཡོག་ལྷན་ཚོགས།  
 ROYAL GOVERNMENT OF BHUTAN  
 ROYAL CIVIL SERVICE COMMISSION



*Excellence in Service*

**Form for Changing PE Rating in CSIS**

For Agency HRO					
Agency Name					
Single Employee: <input type="radio"/>		Multiple Employee (Attach list) : <input type="radio"/>			
Name of Employee					
Employment Type (Regular/Contract)					
Employee ID No.		CID No			
PE Rating to be Changed (documents to be enclosed)	Year	Existing PE rating in CSIS	New PE Rating to be updated in CSIS	Existing Moderation Score in CSIS	New Moderation Score to be updated
<b>Reason for Change</b>					
<i>I confirmed that the provided information is correct and is verified by HRC committee of my Agency. If there is any discrepancy in provided information, or if required approval has not been accorded, I shall be held liable.</i>					
<b>Dated</b>		<b>HRO Name &amp; Signature with official stamp</b>			
<b>For HRM Division/MaX unit, RCSC</b>					
Name of verifying official:					
Outcome of verification:					
Dated:		Signature of verifying official			
<b>Instruction to MISD</b>					
<b>For MISD, RCSC</b>					
Update on CSIS by:					
Dated :		Name & Signature of updating official			