



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 ZEST**

*(Revised on 3.11.2020)*

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 ZEST	New PE Rating to be updated in ZEST	Existing Moderation Score in ZEST	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>					
Dated		HRO Name & Signature with official stamp			
Comments from Head of Division/Sector of the employee					
<b>Sign and Seal of Head of Division/Sector</b>					
<b>For HRM Division/MaX unit, RCSC</b>					
Name of verifying official:		Signature of verifying official			
<b>Instruction to MISD</b>					
For MISD, RCSC Update on ZEST by:					
Dated :		Name & Signature of updating official			