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ROYAL GOVERNMENT OF BHUTAN
ROYAL CIVIL SERVICE COMMISSION
Excellence in Service



RCSC/LD-63/2022/ 1452

November 9, 2022

Revised Shortlisting Criteria for Executive Position

As per the decision of 160th Commission Meeting held on November 9, 2022, the notification No. RCSC/LS-63/NOTIFICATION/2019/2304 dated December 25, 2019 and RCSC/LD-63/2021/1704 December 8, 2021 is amended as below:

1. Short Listing Criteria:

a. Primary Criteria:

- i. Meet the minimum educational qualification requirement prescribed in the Position Directory and Terms of Reference ;
- ii. Currently in P1 A management position or meeting criteria as per Terms of Reference ;
- iii. Completed a minimum of two years of active service in current Position Level at the time of the announced application deadline;
- iv. Minimum of two years of active service at the time of the announced application deadline after being appointed through Open Competition to the current position, relevant for Civil Servants;
- v. Clean service record and No pending disciplinary action;
- vi. A civil servant shall not be eligible to participate in an Open Competition while on long-term training, Extraordinary leave, Secondment and Medical Leave exceeding 6 months;
- vii. Shall not shortlist candidates with PhD to avoid loss of highly specialized knowledge which otherwise can be used more meaningfully in technical/professional areas;
- viii. Performance Score requirements of recent two years;
 - Minimum of "Very Good" and above for FY 2020-21 and before.
 - "Meeting Expectations" and above for FY 2022-23 onwards;
- ix. Minimum of "Level 2" in LFS score;
- x. Minimum number of years in service required shall be sixteen years (excluding EOL);
- xi. Shortlisting shall be based on strategic movement of the Executives Framework as per super structure grouping;
- xii. Should be assessed as "Meeting Expectations" during the Executive Eligibility Assessment.

b. Secondary Criteria: Written Assessment

- i. The Leadership Potential Assessment (LPA) result will be used to determine the number of eligible pools for the selection interview;
- ii. The applicants who have been shortlisted through primary criteria will sit for a two hour written assessment (LPA);

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- iii. The LPA comprises tests of cognitive abilities and leadership behavior/personality orientation;
- iv. The minimum score to qualify for the interview is 74 points out of 154;
- v. Top 10 applicants based on the points scored will be selected for further selection interviews;
- vi. Three (3) LPA will be conducted in a year;
- vii. The results of the LPA test will be valid for one year; and
- viii. Eligible candidates have the option to re-appear for the LPA only after six (6) months from the date of their last assessment.

2. Selection Framework:

The individuals who have passed the shortlisting criteria and are assessed as having potential to take up leadership positions will be eligible to sit through the selection process for the vacant executive position as announced through RCSC's notification RCSC/LD-63/2022/4600 dated June 7, 2022.

(Karma Hamu Dorjee)
Chairperson

Copy to:

1. Gyalpoi Zimpon, Office of the Gyalpoi Zimpon
2. Hon'ble Chairperson, ACC for kind information
3. Hon'ble Auditor General, RAA for kind information
4. Hon'ble Secretaires, 10 Ministries for kind information
5. Dasho Dzongdag, 20 Dzongkhags for kind information
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