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ROYAL GOVERNMENT OF BHUTAN, MINISTRY OF HEALTH
THIMPHU: BHUTAN – 11001



MoH/HRD-4/2021/ 2741

September 10, 2021

NOTIFICATION
(Promotion for January 2022)

This is to notify all the Departments/Divisions/Hospitals under the Ministry of Health to submit the promotion proposals for **January 2022**.

All employees who are due and eligible for **January 2022 promotion** are requested to process promotion through their respective Department/Division/Hospital. Employees who are eligible for Meritorious (*Outstanding Moderation rating for the last three years*) and Fast Track Promotion (*individuals who have served two years in the current sub level for first Fast Track Promotion and three years in current position level for second fast Track Promotion*) may also process their promotion.

The promotion proposals should reach the HR Division of the Ministry **on or before October 25, 2021** with the following documents:

1. Valid online approved Audit Clearance Certificate for Promotion; and
2. Valid online approved Security Clearance Certificate.

Employees applying for the Meritorious Promotion should also submit the supplementary Meritorious Promotion Proposal Form 13/5 of BCSR 2018 (attached).

Employees due for Specialist promotion should fulfill the criteria mentioned in the attached Specialist Management & Development Framework (SMDF) 2020 and submit the following additional documents:

1. Specialist Promotion Form (attached)
2. Area of Specialization;
3. Job Description;
4. Work Plan for next 3 years (Except for P2 to P1 Specialist);
5. Publications - *Public communication of professional opinion, knowledge and experience via print or electronic medium in any specialist domain/on the current policy/framework etc supported with literature review by an individual or co-authored (maximum of two persons) and submitted to the agency, which in turn provides value or has potential to provide value now or in the future.* (Except for P2 to P1) RCSC notification attached; and
6. Undertaking (Only for P2 to P1 and P1 Managerial to ES3, Form 13/4 of BCSR 2018 attached).

The Medical Doctors can apply for promotion as per Schedule 13/A of BCSR 2018.

Kindly visit www.rcsc.gov.bt for promotion related forms.



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ROYAL GOVERNMENT OF BHUTAN, MINISTRY OF HEALTH
THIMPHU: BHUTAN – 11001



(Sangay Thinley)
Chief HR Officer

Copy to:

1. Hon'ble Secretary, Ministry of Health, Thimphu for kind information.
2. Director General, DTMS, MoH, Thimphu for kind information.
3. Director General, DoMSHI, MoH, Thimphu for kind information.
4. Director, DMS, MoH, Thimphu for kind information.
5. Director, DoPH, MoH, Thimphu for kind information.
6. Director, DoS, MoH, Thimphu for kind information.
7. Medical Superintendent, ERRH Mongar for kind information.
8. Medical Superintendent, CRRH Gelephu for kind information.
9. Chief Medical Officer, Phuentsholing Hospital for kind information.
10. Chief Medical Officer, Gidakom Hospital for kind information.
11. Chief Medical Officer, Dewathang Hospital for kind information.
12. Chief Planning Officer, PPD, Secretariat, MoH, Thimphu for kind information.
13. Chief Internal Auditor, IAD, Secretariat, MoH, Thimphu for kind information.
14. Chief Program Officer, QASD, Secretariat, MoH, Thimphu for kind information.
15. HR Focal Officers, HRD, MoH, Thimphu for information and necessary follow up.