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SC (HRD-07)2017/ 1 877

ROYAL COURT OF JUSTICE

3<sup>rd</sup> October, 2017

**Notification for submission of Promotion proposals for January 2018**

In accordance to section 215 of the Promotion Rules and Regulations of the Judicial Service Act of Bhutan, 2007, the HRD of the Supreme Court is pleased to inform the Drangpons of Dzongkhag and Dunkhag Court that the promotion proposals for position S5 A & above of all Judicial Personnel must reach the HRD of the Supreme Court latest by 31<sup>st</sup> October, 2017. The following documents must be submitted along with the proposal without which the proposal will not be submitted to the Royal Judicial Service Council:-


**For Drangpons:**

- (1) Promotion Form (Annexure 13/1)
- (2) Executive Performance Evaluation for last three years.(14-15,15-16 & 16-17) (Annexure 12/1)
- (3) Valid Security Clearance Certificate
- (4) Valid Audit Clearance Certificate

**For Bench Clerks:**

- (1) Promotion Form (Annexure 13/1)
- (2) Work Planning & Review Form for last three years. (14-15,15-16 & 16-17) (Annexure 12/4)
- (3) Completed Summative Performance Review Form (14-15,15-16 & 16-17) (Annexure 12/5)
- (4) Supplementary Meritorious Promotion (If applied for Meritorious) (Annexure 13/4)
- (5) Valid Audit Clearance Certificate
- (6) Valid Security Clearance Certificate
- (7) No Case Pending Certificate

Therefore, all are requested to strictly adhere to this notification. **Kindly note that the proposals submitted after the deadline or incomplete proposal shall not be entertained. Please ensure all documents are completed and attached. The Human Resource Division will not be responsible should any promotions be denied for incomplete documents. Please contact Human Resource Division for inquiries.**

  
(Tshering Dorji)  
REGISTRAR GENERAL  
ROYAL COURT OF JUSTICE  
SUPREME COURT, THIMPHU, BHUTAN

Cc:

- (1) The Hon'ble Chairperson, Royal Judicial Service Council, Supreme Court for kind information.
- (2) The Hon'ble Justices, Supreme Court and High Court for kind information.
- (3) The Registrar General, High Court.
- (4) The Notice Board.