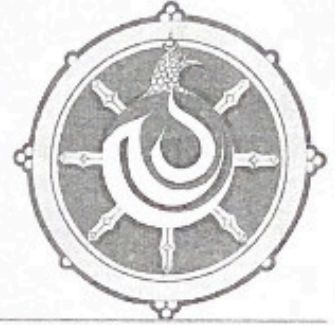




ཨ འཕལ་ལྷན་འབྲུག་པའི་བློ་མཁའ་གྱི་འདུན་ལ།
ROYAL COURT OF JUSTICE

འབྲུག་གི་མངོན་མཚོ་བློ་མཁའ་གྱི་འདུན་ལ།
SUPREME COURT OF BHUTAN



SC(HRD-21)2021/321

17th March, 2021

NOTIFICATION

The Supreme Court would like to inform all 20 dzongkhag courts and 15 drungkhag courts to execute contract extension of contract employees as per the Bhutan Civil Service Rules and Regulations (BCSR) 2018. The extension of both operational and supervisory and support category must be in line with the chapter five and for the ESP and GSP, it should be as per the chapter six of the rule. The extension of contract should be henceforth approved by HRC of respective courts and a copy of the extended documents must be sent to the Supreme Court HRD for timely update in the ZEST because the ZEST does not accept renewal after the dateline.

Moreover, the Royal Civil Service Commission with the launch of new civil service information system called Zhiyog Electronic System (ZEST) on 1st July, 2020 has made a new provision in the ZEST to incorporate details of ESP and GSP in the system.

Therefore, renewal documents of the ESP and GSP should also be sent to the Supreme Court for update in the system.

The documents required are as follows:

1. Duly filled up contract extension form which can be downloaded from the RCSC website.
2. Audit clearance.
3. Security clearance.
4. Recommendation/justification letter from the respective supervisors.
5. PE ratings for the last two years and appraisal form for ESP/GSP should be same with the operational category.

(Gembo Dorji)
Registrar General
Royal Court of Justice
Supreme Court of Bhutan
Thimphu

Copy to:

1. Dasho Drangpons, 20 dzongkhag courts.
2. Registrar General, High Court.
3. Drangpons, 15 Drungkhag Courts.
4. ICT Section for upload in the judiciary website.
5. Office copy.