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Royal Government of Bhutan  
Ministry of Finance  
Thimphu



MoF/DPA/NAS/5210  
21<sup>st</sup> June, 2011

**Notification**

**Sub: Transfer of Finance/Accounts Personnel**

The BCSR 2010 has identified civil servants under Occupational Sub-Group - Finance and Accounts, amongst others, as 'vulnerable' and, who are required to be transferred every 3 to 4 years. The Public Accounts Committee (PAC) of Parliament, based on the hearings conducted on review of pending audit reports of 2006, 2007 and 2008, has recommended that the MoF establish a system for a coordinated transfer of finance personnel.

Therefore, to institute such a system, the HR Committee of the MoF, during its 45<sup>th</sup> meeting held on 6<sup>th</sup> June 2011 has approved the following transfer system and time schedule:

- i. *Department of Public Accounts/HRD, MoF to inform the agencies about the finance personnel working in their respective agencies due for transfer - by August*
- ii. *DPA/HRD to announce the list of finance personnel due for transfer in the MoF's website along with a request to submit options for three different places in order of preference and spouse information - by September*
- iii. *DPA/HRD to receive transfer confirmation from the concerned agencies and placement options and spouse information from the finance personnel - by Oct-Nov.*
- iv. *DPA/HRD to compile transfer proposals and submit to HRC, MoF - by December*
- v. *HRD to issue transfer order - by January*
- vi. *Handing/taking over by transferees - by Feb-March*
- vii. *All finance personnel transferred from one agency to another are required to attend audit issues corresponding to their respective period and take follow-up actions on any outstanding issues.*
- viii. *In the event of more applicants for one place of posting, placement will be based on performance rating, rural posting and seniority.*

The above transfer system comes into effect from 1<sup>st</sup> July 2011 and it is issued for strict compliance by all the agencies. For transfer of finance personnel outside Bhutan, the BCSR 2010 prescribes a separate procedure.

  
(Lam Dorji)  
Secretary

Copy to:

1. Hon'ble Chairperson, Royal Civil Service Commission.
2. All Ministries, Constitutional Bodies, Autonomous Agencies, Dzongkhags and Gewogs.
3. Chief HR Officer, MoF.